

ARCHITECTURAL REVIEW

To

City of Tualatin

For

New Commercial Building
19452 Cipole Road

Dated

June 04, 2024
REVISED April 15, 2025

For

Tony Seashore Construction
Management

By

Bridgetown Design LLC



TABLE OF CONTENTS

I.	PROJECT SUMMARY.....	1
II.	INTRODUCTION	2
	Description of Request	2
	Existing Site & Surrounding Land Use	2
	Description of Proposed Development	2
III.	NARRATIVE & COMPLIANCE	3
IV.	CONCLUSION.....	7

I. PROJECT SUMMARY

Applicant:	Tony Seashore Construction Management 9760 SW Tigard Street Tigard, OR 97223
Owner:	Kimo Lee WH Shipman Ltd. 16-127 Lapa'au Rd. Kea'au, HI 96749
Site Address:	19452 Cipole Road Tualatin, OR 97062
Assessor Site Acreage:	3.03 acres
Zoning:	General Manufacturing (MG)
Site ID:	2S121DB90015
Adjacent Zoning:	General Manufacturing
Request:	Architectural Review for new building on existing site w/ an existing building
Project Contact:	Tony Seashore Construction Management Carson Pike 9760 SW Tigard Street Tigard, OR 97223 cpike@tsconstructionmanagement.com

II. INTRODUCTION

Description of Request

This application package includes narrative, plans, and additional documentation in support of a Type II Architectural Review (DR) application for the construction of a new building on an existing site which includes an existing commercial building and parking lot.

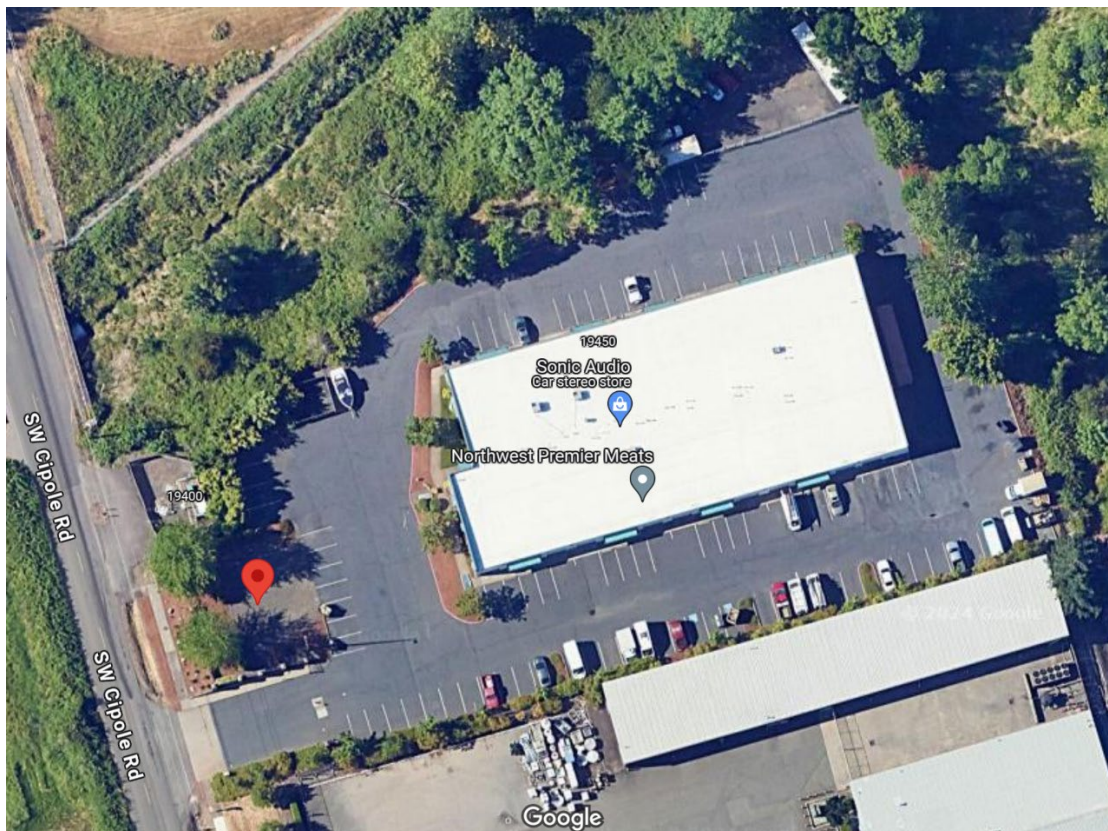
Existing Site & Surrounding Land Use

The site is a 3.03-acre property located at 19452 Cipole Road. The property currently includes a multi-tenant, one-story light manufacturing building which is surrounded by parking on four sides and includes limited landscaping/trees. The main access to the site is a driveway off of SW Cipole Road.

Description of Proposed Development

The proposed new building (4,310 gross sf) will be located at the west end of the site, adjacent to an existing drainage swale and a transformer station. The proposed building will include three tenant spaces, each with a shop space, a small office and a bathroom. The building footprint will impact seven of the 76 existing parking spaces and will introduce one new accessible/van parking space directly adjacent to the new building. Several small trees (less than 4" diameter trunk) and shrubs will be removed to accommodate the building.

Aerial Image – Project Site (Red arrow indicates proposed new building location)



III. NARRATIVE & COMPLIANCE

The following narrative addresses how the proposed project complies with the applicable code criteria (City of Tualatin Development Code).

Section 32.010 Purpose and Applicability:

Proposed design includes the addition of a new building on the south side of an existing site which includes and existing building and parking.

Table 32-1 Applications Types and Review Procedures:

Architectural Review Type II – See below.

Review by City Manager – Acknowledged.

Appeal Body is Land Use Board of Appeals - Acknowledged.

Pre-Application Process is required – See below.

Neighborhood/Developer Meeting is required – See below.

Applicable Code Chapter TDC 33.020 – See below.

Section 32.110 Pre-Application Conference – Pre-application conference was held on July 6, 2022. Notes are uploaded to the permit portal.

Section 32.120 Neighborhood/Developer Meetings – Meeting was held on April 16, 2024. Notes are uploaded to the permit portal.

Section 32.150 Sign Posting

(a) Notice of upcoming neighborhood/developer meeting – Meeting and signage already occurred, see above.

(b) Notice of a pending land use application must be posted after land use application has been submitted for Type II applications – Signage will be posted per 32.150 sign posting requirements once the land use application is submitted.

Section 32.140 – Application Submittal.

1. Submittal Requirements - Land Use Application submitted on form from City of Tualatin. Architectural Review narrative document provided, addressing approval criteria and standards. Fees have been/are being paid by Owner/Contractor as appropriate. Recorded deed and title report provided with application packet. Neighborhood/developer meeting information provided to City of Tualatin after meeting took place (see above).

2. Application Intake – Date stamp, receipt number & initials by City of Tualatin.

3. Administrative Standards for Applications – Provided per TDC and as requested by Associate Planner at City of Tualatin.

Section 32.220. – Type II Procedure (Administrative Review with Notice).

1. Submittal Requirements: Per TDC 32.140 – See above.

2. Determination of Completeness – In Progress.

3. Written Notice of Application and Opportunity to Comment – By City of Tualatin.

4. Decision – Pending.

5. Notice of Type II Decision – By City of Tualatin.

6. Appeal of a Type II Decision – As Needed (TBD).

7. Effective Date of Type II Decision – By City of Tualatin.

Section 33.020 Architectural Review:

Proposed design includes the addition of a new building on the south side of an existing site which includes and existing building and parking.

2. Applicability. (b) Examples of development subject to Architectural Review, include but are not limited to the following:

(i) New buildings, condominiums, townhouse, single family dwellings, or manufactured dwelling park; **A new building is proposed, so Architectural Review is triggered.**

(iii) Landscape improvements; **Project includes minor landscape improvements, so Architectural Review is triggered.**

3. Types of Architectural Review Applications – Procedure Type. (f) General Development. All development applications, (except...) are subject to Type II Review. **Small commercial/industrial building is proposed, so Type II Review is triggered.**

Section 33.110 Tree Removal Permit/Review:

Proposed site design includes removal of (4) Japanese maple trees with trunk diameter of less than 5" each.

3. Exemptions. (a) General Exemption. Four or fewer trees may be removed within a single calendar year from a single parcel of property or contiguous parcels of property under the same ownership without a permit, if the tree is:

(i) Not located in the Natural Resource Protection Overlay District (NRPO); **Standard is met.**

(ii) Not located in the Wetlands Protection Area (WPA) of the Wetlands Protection District (WPD); **Standard is met.**

(iii) Not a Heritage Tree; **Standard is met.**

(iv) Not previously required to be retained or planted under and approved Architectural Review decision; **Standard is met.**

Table 61.1 Use Categories in MG Zone:

Office use limited to offices related to light industrial sales/services.

Light Manufacturing use is permitted.

Retail use allows sale of on-site produced goods per TDC61.210(3) – see below.

Response: The proposed new building is a light industrial/manufacturing use permitted within the primary district. **The standard is met.**

Section 61.210 Additional Limitations on uses:

1. Sale of goods produced on site - Retail area may not exceed 5% of building gross floor area and does not exceed 1,500 sf. **Standard is met. No retail area is proposed.**

2. Limited commercial uses allowed on same lot as a permitted industrial use if lot is substantially for industrial purposes and commercial use. **The new building and the majority of the existing building space is light industrial use.**

- Retail sales and services – No more than 5,000 sf for any individual use or 20,000 sf total for all retail or services on the lot. **Gross sf of the new building is less than 5,000 sf and the existing building contains less than 15,000 sf of retail/service space.**

- Spacing – Commercial uses must not be located within 80' of a residential zone or SW Tualatin-Sherwood Right-of-Way. **Standard is met. No residential zones or SW Tualatin-Sherwood Right-of-Way occurs withing 80' of the new building.**

- Access Standard – If located in a stand-alone building, commercial uses must not have direct access onto any arterial or collector street. **Street access is through an existing parking lot and**

sidewalk to the nearest collector street, Cipole Road (per Washington County Dept. of Land use & Transportation, Cipole Road is a collector).

3. Size limit for commercial spaces:

- Employment Areas or Corridors – Commercial uses not to exceed 60,000 gsf per building or business. ***New building is 4,310 gsf, which does not exceed 60,000 gsf..***
- Industrial Areas – Commercial uses in industrial area (map 10-4) not to exceed 5,000 sf for any individual use or 20,000 sf total for all commercial uses on the site. ***Gross sf of new building is less than 5,000 sf and existing the building contains less than 15,000 sf of retail/service space.***
- Limited Commercial Setback – Commercial use is restricted within 300' of centerline of SW Tualatin-Sherwood Road & 124th Avenue and 350' from Highway 99W west of Cipole Road (per C. Map 10-5). ***The proposed site is clear of these boundaries.***
- Commercial Services Overlay – C. Map 10-5 Permitted uses include vehicle repair, retail sales/ services for automobile accessories/parts and tool/equipment rental. Durable good sales limited to truck-mounted camper sales. ***The proposed site is clear of the limited area.***

Response: See bold notes above.

Table 61.2 Development Standards in MG Zone:

- Minimum Lot Size: 20,000 sf; ***The site is 131,986 sf, which exceeds the minimum of 20,000 sf.***
- Minimum Lot Width: 100'; ***The site width at Cipole Road is 198', which exceeds minimum width of 100'.***
- Front Setback: 30' (50' if residential or manufacturing park); ***38' minimum setback provided in the proposed design, which exceeds the 30' minimum setback.***
- Side Setback: 0'-50' (via A.R. Process); ***The proposed minimum side setback is 50'-6" which Exceeds the largest minimum setback distance which the A.R. Process can require.***
- Rear Setback: 0'-50' (via A.R. Process); ***The Proposed minimum rear setback is 34' (to imaginary Centerline between the existing and our proposed buildings)***
- Parking/Circulation Setback: 5' (None if adjacent to joint access approach); ***The proposed minimum parking/circulation setback is 54' (to new parking space), which exceeds the minimum 5' parking/circulation setback***
- Fences: ***No new fences are proposed (existing fences to remain)***
- Structure Height: 60' (28' at Residential Zone); ***The proposed building height of 20'-4" is less than the 60' maximum height allowance.***

Section 61.310 Additional Development Standards:

Outdoor use: Not Allowed; ***No outdoor uses are proposed.***

Sound Barrier Construction: Required at building mechanical equipment and overhead doors at new construction; ***(3) new overhead doors face the interior of site so that the existing building acts as a sound barrier between the street and the new overhead doors. Proposed mechanical equipment will be screened with a CMU (concrete masonry unit) wall/earth berm if located outside of the building envelope (HVAC is design-build by contractor)***

Section 70.110 Development Permit Required: Development permit required before construction or development begins within any area of special flood hazard established by TDC 70.050. **Acknowledged.**

Section 70.120 Application for Development Permit.

1. Elevation in relation to mean sea level of lowest floor of all structures – ***Provided on civil engineering topographic plan as 129.90.***
2. Elevation in relation to mean sea level of floodproofing of any structure – ***Provided as appropriate on civil engineering plans (134.3 flood elevation).***

3. Certification by a registered professional engineer or architect that the flood proofing methods for any nonresidential structure meet the flood proofing criteria in TDC 70.180 – **Lower portion of building is designed to reduce potential water infiltration on the revised permit drawings which are signed by a Registered professional architect.**

4. Description of the extent to which any watercourse will be altered or relocated as a result of proposed development – **No existing watercourse is altered or relocated by the proposed development.**

Section 70.170 General Standards.

1. Anchoring – (a) All new construction... shall be anchored to prevent flotation, collapse or lateral movement of the structure. **The proposed building is designed with metal stud walls tied to slab-on-grade foundation and CMU wainscot by anchor bolts to meet current Oregon code requirements.**

2. Construction Materials and Methods – (a) All new construction... shall be constructed with materials and utility equipment resistant to flood damage. **The proposed building is designed with metal-panel-clad, metal stud exterior walls on a CMU wainscot on a slab-on-grade foundation to meet current Oregon code requirements. Interior walls are clad with moisture-resistant sheetrock where appropriate (wet areas, e.g. restrooms).**

3. Utilities – (a) All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system. **The water supply system will be watertight in accordance with City and State Plumbing guidelines and requirements.**

(b) New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltrations of flood waters into the systems and discharge from the systems into flood waters; **Sanitary sewer systems will be watertight with all sanitary plumbing fixtures set above the floor elevation grade.**

(c) On-site water disposal systems shall be located so as to avoid impairment to them or contamination from them during flooding consistent with the Oregon Dept. of Environmental Quality. **No on-site water disposal systems will be used.**

Section 70.180 Specific Standards – 2. Nonresidential Construction. New construction... of any commercial, industrial or other nonresidential structure shall either have the lowest floor... elevated to a minimum according to ASCE 24; or, together with attendant utility and sanitary facilities, shall:

(a) Be floodproofed so that below the base flood level the structure is watertight, with walls substantially impermeable to the passage of water; **Proposed building is designed with metal-panel-clad, metal stud walls on a CMU wainscot on a slab-on-grade foundation to meet current Oregon code requirements. Interior walls are clad with moisture-resistant sheetrock where appropriate (wet areas, e.g. restrooms).**

(b) Have structural components capable of resisting hydrostatic and hydrodynamic loads and effects of buoyancy; **Proposed building is designed with metal stud walls tied to a CMU wainscot on a slab-on-grade foundation by anchor bolts to meet current Oregon code requirements.**

(c) Be certified by a registered professional engineer or architect that the design and methods of construction are in accordance with accepted standards of practice for meeting provisions of this subsection based on their development and review of the structural design, specifications and plans. **Design is certified by a licensed civil engineer, licensed structural engineer and a licensed architect with the intent to meet all current code requirements. Methods of construction are by the licensed contractor and will be reviewed with design professionals as necessary during construction at meetings and via ASIs, RFIs and field reports.**

- (d) *Nonresidential structures that are elevated, not floodproofed, must meet the same standards for space below the lowest floor as described in TDC 70. **The proposed building is not elevated.***
- (e) *Applicants shall supply a Maintenance Plan for the entire structure to include but not limited to: exterior envelope of structure; all penetrations to the exterior of the structure; all shields, gates, barriers or components designed to provide floodproofing protection to the structure; all seals or gaskets for shields, gates, barriers, or components as well as all associated hardware, and any materials or specialized tools necessary to seal the structure. **The maintenance plan is a deliverable by Contractor (O&M Manuals) which will be provided at the end of construction.***

*Section 70.185 Before Regulatory Floodway – In areas where a regulatory floodway has not been designated, and where the Flood Insurance Study indicates that it is possible to calculate a floodway, no new construction... shall be permitted within zones AI-30 and AE on the community's FIRM, unless it is designated that the cumulative effect of the proposed development, when combined with all other existing and anticipated development, will not increase the water surface elevation of the base flood more than one foot at any point within the community. **Not applicable, as the site is not in the vicinity of a regulatory or potential floodway zone.***

*Section 70.190 Floodway – Located within areas of special flood hazard established by TDC 70.050 – **Not applicable, as the site is not in the vicinity of a regulatory or potential floodway zone.***

*Section 70.200 Alterations to Floodplain, Drainage, or Watercourses – **The site is a net fill of 28.5 CY, see civil grading plans & engineer's grading letter dated June 2025.***

Section 73A.500 Site Design Standards:

Walkways:

- 5' minimum width; **5' minimum width proposed, so the standard is met**
- Asphalt, concrete, pervious concrete, pavers or grasscrete; **Concrete walkways proposed, so the standard is met**
- ADA Compliant; **Proposed walkways are accessible, so the standard is met**
- Walkways to connect building main entries to public right of way; **Proposed design ties proposed concrete walkways into existing concrete walkways which lead to the public right of way, so the standard is met**
- Walkways through parking and drive aisles to have different appearance than adjacent paved vehicular areas; **Proposed sidewalks are light-colored concrete and are raised 6" from dark grey paved (driving) areas, so the standard is met**
- Outdoor recreation area access: **Not applicable, as there are no outdoor recreation areas on the site**

Accessways: **Not applicable, as there are no multifamily developments on the site or accessed through the site**

Drive-Up Uses: **Not applicable, as there are no drive-up uses on the site**

Safety and Security:

- Locate windows & provide lighting to allow users to watch over pedestrian and parking areas; **The proposed entry doors are glazed w/ glazed sidelight & overhead doors include glazed areas; Building lighting and site lighting combine to provide visual access at night.**
- Locate windows and interior lighting to allow surveillance of interior activity from the public right of way; **The proposed building is located approximately 6' above the public right of way and opens onto the interior of the site, so this standard does not apply. Glazed entry doors and glazed portions of overhead**

doors provide visual access into the building from the majority of the site and from the existing building.

- Locate building lighting to provide site security while not creating light pollution on adjacent sites; **Exterior, building-mounted lighting is provided on all sides of the building and at entry canopies and all fixtures include light shielding to reduce light pollution on adjacent sites (down-light only).**

- Provide an identification system which clearly locates buildings for users and emergency services. **Building address is clearly displayed over each tenant entry per fire department requirements (size, contrast, etc.). Building address is also displayed on the exterior building face for visibility from Cipole Road.**

- Provide a 6' min high fence or wall at above-ground utilities; **No above-ground utilities or equipment are proposed.**

Service, Delivery & Screening:

-Screen above-ground utilities; **No above-ground utilities or equipment are proposed.**

- Screen outdoor storage; **No outdoor storage is proposed.**

Adjacent to Transit: - If on transit street per Map 8-5 (Fig. 11) provide transit pad or connection to public sidewalk to transit stop. **Not applicable, site is not on a transit street**

-If abutting major stops on a transit street; **Not applicable, site is not on a transit street**

Section 73B.020 Landscape Area Standards Minimum Areas:

Table 73B-1: Required Minimum Landscape Areas; MG not within Core Area Parking District = 15%;
78,704 sf landscaping (59.6%) provided > 131,986 sf (0.15) = 19,798 sf required

Section 73B.040 Additional Minimum Landscape Requirements @ Nonresidential Uses:

- All Areas not occupied by buildings, parking, driveways/aisles, pedestrian areas and undisturbed natural areas must be landscaped; **All open spaces outside of those listed above to receive groundcover and shrubs.**

- Minimum 5' wide landscaped area along all building perimeters viewable by the general public from parking lots and public right of way; **Minimum 5' wide landscape strip provided along west building elevation and northwest/southwest building corners.**

- 5' wide landscape area not required along loading areas (**east side of building**), bike parking (**north end of building**), pedestrian entries (**east side of building**) or where distance between accessible entries is < 8' (**east side of building**).

- If site abuts RL or MP zone... **Not applicable, site does not abut an RL or MP zone**

- MP area wetland buffer... **Not applicable, site does not abut an MP zone**

Section 73B.060 Minimum Landscaping Standards for All Zones

(1) Required Landscape Areas:

- Must be designed... so that within 3 years ground must be covered by living grass or other plant materials. **Disturbed area of site will be designated to receive new groundcover landscaping where not hardscaped & 15% landscaping requirement will be met. See architectural and architectural site plans for groundcover notes.**

- Foliage crown of trees cannot be used to meet this requirement. **Acknowledged.**

- Maximum 10% of landscaped area may be un-vegetated areas of bark chips, rock or stone. **Bark chips called out around base of trees for water retention, these areas comprise less than 10% of landscaped area. See architectural and civil site plans for more information.**

- Must be installed per ANSI A300 Part I (Latest Edition). **Noted on architectural site plan.**
 - Must be controlled by pruning, trimming or otherwise so that it won't interfere with pedestrian or vehicular traffic access and will not constitute a traffic hazard due to reduced visibility. **Landscaping maintenance will fall under the existing site maintenance agreements. The vision triangle indicated on the architectural site plan will be maintained by the landscaping maintenance company.**
- (2) Fences:
- Landscape plans that include fences must integrate any fencing into the plan to guide wild animals. **No new fences are proposed.**
- (3) Tree Preservation:
- Trees and other plant materials to be retained must be identified on the landscape plan and grading plan. **Items to be retained have been identified on the architectural site plan and grading plan as no separate landscape plan is included at this time.**
 - Must provide above and below ground protection for existing trees and plant materials identified to remain. **See tree protection notes on existing conditions plan.**
 - If necessary to fence within drip line, fencing must be specified by a qualified arborist. **See tree protection notes on existing conditions plan.**
 - Top soil storage and construction material storage must not be located within the drip line of trees designated to be preserved. **See tree protection notes on existing conditions plan.**
 - Any construction activities within a preserved tree's drip line area must be approved by an approved arborist. **See tree protection notes on existing conditions plan.**
 - Tree root ends must not remain exposed. **See tree protection notes on existing conditions plan.**
 - Landscaping under preserved trees must be compatible with the retention and health of the preserved tree. **See tree protection notes on existing conditions plan.**
 - When a preserved tree is removed in accordance with TDC 33.110 the landscaped area surrounding the tree must be maintained and replanted with trees that are complementary with existing landscape materials. Native trees are encouraged. **See tree protection notes on existing conditions plan and proposed architectural site plan.**
 - 100% of the area preserved under any tree (except for impervious surface areas) retained in the landscape plan must apply to the landscaping percentage requirement. **Acknowledged (included in landscape percentage calculation)**
- (4) Grading:
- After completion of site grading, top soil to be restored to exposed cut/fill areas to provide suitable base for seeding and planting.
 - All planting areas must be graded to provide positive drainage.
 - Soil, water, plant materials, mulch or other materials not allowed to wash across roadways or walkways.
 - Impervious surface drainage must be directed away from walkways... buildings... and landscape areas except where landscape area is a water quality facility.
- (5) Irrigation: - Landscaped areas must be irrigated with an automatic underground or drip irrigation system. **New landscaping areas will be connected to the existing underground automatic irrigation system. See proposed architectural site plan.**
- (6) Re-vegetation in Un-landscaped Areas:
- Vegetation must be replanted in all areas where vegetation was removed or damaged in areas not affected by landscaping requirements and that are not occupied by structures or other improvements. **Note**
 - Plant materials must be watered at intervals sufficient to ensure survival and growth for a minimum of two growing seasons.

- The use of native plant materials is encouraged to reduce irrigation and maintenance demands.
- Disturbed soils should be amended to an original or higher level of porosity to regain infiltration and stormwater storage capacity.

Section 73C.010 Off-Street Parking:

- In all zones at new structures or change of use; **Proposed design retains 69 existing parking spaces on the site and adds (1) new van accessible space proposed adjacent to the proposed building**
- By GSF per Table 73C-100 (Industrial: MFR: 1.6 spaces/1000 gsf min = 4.3(1.6) = 7 sp required; **7 spaces provided (1 new and 6 existing; The existing building requires 33 spaces minimum and provides 69 as noted above)**
 - No maximum
 - Greater of 2 bike spaces or 0.1/1000 gsf min = 2 req'd; **3 covered bike spaces provided meets minimum requirement (1 provided inside of each tenant space)**
 - Greater of 5 bike spaces or 30% covered = 2 covered req'd; **3 (100%) covered bike spaces provided meets minimum requirement**

Section 73C.020 Parking Lot Standards:

- Dimensions per Fig. 73-1; **New and existing spaces are 90 degree, minimum 9'x18.5' w/ 24' aisle provided**
- Hard surfaces required; **Asphalt Paving is proposed at new spaces to match existing spaces**
- Parking Lots to be maintained and drained to avoid water flow across sidewalks; **See civil Grading plans – proposed parking and existing parking are designed to drain water away from Sidewalks; New parking space will be maintained as part of existing parking lot by owner**
- Wheel stops or curbs required at landscaping and sidewalks; **6" curb provided, typ.**
- ADA Compliance; **One new accessible van space provided adjacent to new building, with compliant site slopes/cross-slopes (see civil grading plans)**
- Sub-compact stalls allowed up to 35%; **Not applicable, no sub-compact stalls proposed**
- Groups of greater than 4 spaces must have driveway; **Existing driveway serving existing parking lot to remain**
- Parking access driveway to facilitate traffic flow and maximize pedestrian & traffic safety; **Existing driveway serving existing parking provides clear access with minimal pedestrian overlap. Sidewalk is 6" above adjacent paved driving surface**
- On-site drive aisles serving dual-sided 90 degree parking stalls to be 24' wide minimum; **Min. 24' drive aisle provided at existing and new parking stalls**
- Artificial (site) lighting to be designed to avoid light pollution onto adjacent areas; **Building and parking lot lighting designed to maximize downlight while minimizing light spread – see site lighting plans**
- Parking lot landscaping to be provided per 73C-200; **See below**

Section 73C.030 & 0.40 Shared Parking & Joint use: Not applicable, provided parking is only for existing and new on-site buildings

Section 73C.50 Bike Parking Standards:

- Long term bike parking (Covered, secure, stationary racks), may be inside; **Space for 1 bike is provided in each tenant space**
- Short term bike parking (covered/uncovered, secure, stationary racks); **Space for 1 bike is**

provided in each tenant space

- 6'x2' min space per bike w/7' clear height; **Provided – see floor plan**
- 5' wide space between rows (hard surface); **Not applicable, spaces are single**
- 3' access to bike parking (hard surface); **Provided – see floor plan**
- Signage for bike parking at main entry and bike parking per Manual on Uniform Traffic Control Devices; **Signage provided at corner of building adjacent to entry access from parking lot & public way**

Section 73C.200 Parking Lot Landscaping:

- Landscaping to create shade, reduce glare & heat buildup, provide visual relief, emphasize circulation patterns, reduce impervious surface areas/storm run-off and enhance the visual environment; **Existing parking lot features landscaping at perimeter and in landscape islands**
- Applies to any surface vehicular parking

Section 73C.240 Industrial Parking Lot Landscaping Requirements:

- Put landscape materials in areas not for parking or maneuvering; **Provided**
- Clear zone at ends of drive aisles and driveway entrances, vertically between 30" max and 8' min; **Provided**
- 5' wide perimeter at parking and vehicular circulation areas; **Provided**
- Deciduous trees at 30' max on average; **Provided at existing & new**
- 90% coverage by groundcover/shrubs @ 3 years; **Provided at existing & new**
- 30" high plantings for headlight screening @ 3 years; **Provided at existing & new**
- Native trees & shrubs encouraged; **Provided**
- Min. 25 sf per parking stall to be improved w/landscape islands; **1 new stall = 25 sf new landscape island required: There is no space for a parking landscape island between the new parking space and the site entry driveway so we added additional landscaping around the building in the form of a 5' wide bed on the north, west and south sides.**
- Landscape islands may be recessed below parking surface for run-off; **Acknowledged**
- Curbs are required; **Provided**
- Landscape islands at drive aisle ends to protect parked vehicles and emphasize vehicular circulation; **N/A at new construction (no aisle end – circular drive)**
- Landscape separation required every 8 continuous parking spaces in a row; **New construction provides only one parking space; Existing spaces provide landscape islands at different intervals (9 spaces, 8 spaces & 6 spaces)**
- 1 deciduous tree is required for every 4 parking spaces, spaced evenly; **70 spaces/4 = 17 deciduous trees required; xx deciduous trees existing**
- Groundcover/shrubs required in landscape islands; **Provided at existing landscape islands**
- Native plant materials are recommended; **Provided at new landscape areas**
- 5' min. island width where trees are placed (inside dimension at curb); **Provided at existing**
- Required plant materials must reach 90% coverage within 3 years; **Acknowledged**
- Landscaping along the driveway access (>12 spaces) to be 5' wide at each side of accessway; **N/A Only one space is provided along the driveway**
- Landscaping to extend 30' back from property line; **Provided along west (Cipole Road), north (greenway) and east (greenway)**

Section 73D.010 Waste & Recyclable Management Standards

- Required at new/expanded industrial uses; **Provided**
- Intent is to screen W&R from view, provide centrally-accessible storage space, meet required dimensions for access by service providers and to provide adequate storage area. **Screening,**

location and dimensions provided at existing trash/recycling enclosure. Existing access dimensions meet service provider requirements and overall enclosure area (capacity) exceeds minimum requirement for existing building area plus proposed new building area (see below).

Section 73D.030 Minimum Standards

- 4' high, typ (up to 7' allowed); **6' high provided**
- Industrial use to provide 10 sf + 6 sf/1000 sf = **43 sf for new building**
Existing building: 10 sf + 6 sf/1000sf = **130 sf for existing building**
Existing trash/recycle enclosure = **368 sf < 173 sf**

Section 74.120 Public Improvements

1. Public improvements to be installed at expense of the applicant, to meet Public Works Construction Code, plans must be approved by the City Manager and PW Permit issued & fees paid. **Acknowledged.**
2. Right of way widths and street improvements may be modified by the City Manager to minimize negative effects on fish and wildlife habitat. **Acknowledged.**

Section 74.210 Minimum Street Right-of-Way Widths. **Minimum half right-of-way distance requirement of 39' will be met.**

Section 74.310 Greenway, Natural Area, Bike, and Pedestrian Path Dedications and Easements. **Not applicable.**

Section 74.320 Slope Easements. **Not applicable.**

Section 74.330 Utility Easements. **An existing easement exists on the site to the benefit of CWS for a sanitary pump station.**

Section 74.340 Watercourse Easements. **An easement to the City of Tualatin for a drainage and environmental area exists along portions of the north part of the lot.**

Section 74.350 Maintenance Easements or Lots. **Not applicable.**

Section 74.410 Future Street Extensions. **Not applicable.**

Section 74.420 Street Improvements. **Half-street improvements in accordance with Washington County and the City of Tualatin are being required and the proposed improvements are reflected on the application plans.**

Section 74.425 Street Design Standards. **Half-street improvements in accordance with Washington County and the City of Tualatin are being required and the proposed improvements are reflected on the application plans.**

Section 74.430 Streets, Modifications of Requirements in Cases of Unusual Conditions. **A modification request has been made to the County and City to allow a narrowed roadway width across the Cummins Creek crossing under Cipole Road.**

Section 74.440 Streets, Traffic Study Required. **Not applicable.**

Section 74.450 Bikeways and Pedestrian Paths. **Not applicable.**

Section 74.460 Accessways in Residential, Commercial and Industrial Subdivisions and Partitions. **Not applicable.**

Section 74.470 Street Lights. **We have not been notified that street lights will be a requirement.**

Section 74.475 Street Names. **Not applicable.**

Section 74.480 Street Signs. **Not applicable.**

Section 74.485 Street Trees. **Street trees could be requested but would have to be installed in the street's water quality planter, if required.**

Section 74.610 Water Service. **Water and sanitary sewer service already exists on the site and will not have to be upgraded.**

Section 74.620 Sanitary Sewer Service. **Water and sanitary sewer service already exists on the site and will not have to be upgraded.**

Section 74.630 Storm Drainage System. **A stormwater planter is proposed for the new and reconstructed impervious area on site. A separate stormwater facility is proposed in the right-of-way for additional street impervious areas.**

Section 74.640 Grading. **Only minor grading is proposed on-site.**

Section 74.650 Water Quality, Storm Water Detention and Erosion Control. **A stormwater planter is proposed for the new and reconstructed impervious area on site. A separate stormwater facility is proposed in the right-of-way for additional street impervious areas.**

Section 74.660 Underground.

1. All utility lines including, but not limited to, those required for gas, electric, communication, lighting and cable television services and related facilities must be placed underground. **Acknowledged.**

2. Any existing overhead utilities may not be upgraded to serve any proposed development. If existing overhead utilities are not adequate to serve the proposed development, the applicant must, at their own expense, provide an underground system. **Acknowledged.**

Section 74.670 Existing Structures.

1. Any existing structures requested to be retained by the applicant on a proposed development site must be connected to all available City utilities at the expense of the applicant. **Existing building to remain is connected to City power, water and sewer.**

2. The applicant must convert any existing overhead utilities serving existing structures to underground utilities, at the expense of the applicant. **There is no existing overhead service serving existing structures.**

3. The applicant must be responsible for continuing all required street improvements adjacent to the existing structure, within the boundaries of the proposed development site. **Road widening and improvements will be made as noted above.**

Section 74.700 Removal, Destruction or Injury of Trees.

*It is unlawful for a person... to remove, destroy, break or injure a tree, plant or shrub, that is planted or growing in or upon a public right-of-way within the City, or cause, authorize, or procure a person to do so... **No street trees are being removed as part of the proposed development.***

*Section 74.705 Street Tree Removal Permit. **N/A***

*Section 74.706 Street Tree Fees. **N/A***

*Section 74.707 Street Tree Voluntary Planting. **N/A***

*Section 74.708 Street Tree Emergencies. **N/A***

*Section 74.710 Open Ground. **N/A***

Section 74.720 Protection of Trees During Construction.

*1. During erection... of a building or structure, it is unlawful for the person in charge of such erection... to leave a tree in or upon a public right-of-way in the vicinity of the building or structure without a good and sufficient guard or protectors to prevent injury to the tree arising out of or by reason of such erection... **No street trees are in the vicinity of the building as it is set back and above the street.***

*2. Excavations and driveways must not be placed within six feet of a tree in or upon a public right-of-way without permission from the City Manager. **No new driveways or excavations are planned within 6' of an existing street tree.***

Section 74.725 Maintenance Responsibilities.

*Trees, shrubs or plants standing in or upon a public right-of-way, on public or private grounds that have branches projecting into the public street or sidewalk must be kept trimmed by the owner of the property adjacent to or in front of where such trees, shrubs or plants are growing... **Contractor to provide a tree maintenance plan.***

*Section 74.730 Notice of Violation. **N/A***

*Section 74.735 Trimming by City. **Contractor to provide a tree maintenance plan.***

Section 74.740 Prohibited Trees.

*It is unlawful for a person to plant a tree within the right-of-way of the City of Tualatin that is not in conformance with City standards, including Table 74-1. **Street trees are existing.***

*Section 74.745 Cutting and Planting Specification. **N/A (no new street trees).***

*Section 74.750 Removal or Treatment by City. **N/A for proposed design unless City Manager chooses to act.***

*Section 74.755 Appeal of Permit Denial. **Applicant may appeal to Council.***

*Section 74.760 Penalties. **\$100 penalty for failure to trim trees upon notice.***

Section 74.765 Street Tree Species and Planting Locations. **N/A (no new street trees).**

Section 75.020 Permit for New Driveway Approach. **N/A (no new driveway)**

Section 75.030 Driveway Approach Closure. **N/A**

Section 75.040 Driveway Approach Requirements. **No new driveway but per Section 75.070 (1) site access must conform.**

1. The provision and maintenance of driveway approaches from private property to the public streets as stipulated in this Code are continuing requirements for the use of any structure or parcel of real property in the City of Tualatin. No building or other permit may be issued until scale plans are presented that show how the driveway approach requirement is to be fulfilled. If the owner or occupant of a lot or building changes the use to which the lot or building is put, thereby increasing driveway approach requirements, it is unlawful and a violation of this code to begin or maintain such altered use until the required increase in driveway approach is authorized by the City. **No change in use is planned as part of the proposed development.**

2. Owners of two or more uses, structures, or parcels of land may agree to utilize jointly the same driveway approach when the combined driveway approach of both uses, structures, or parcels of land satisfies their combined requirements as designated in this code... **N/A (no proposed joint use)**

3. Joint and Cross Access **N/A (no proposed joint use)**

4. Requirements for Development on Less than Entire Site. **N/A (not multiple sites)**

5. Lots that front more than one street. **N/A (no multiple frontage)**

6. Except as provided in TDC 53.100, all driveway approaches must connect directly with public streets. **Proposed development complies.**

7. To afford safe pedestrian access and egress for properties within the City, a sidewalk must be constructed along all street frontage, prior to use or occupancy of the building or structure proposed for said property. **Sidewalks are existing and appear to be compliant with current City standards.**

8. The standards set forth in this Code are minimum standards for driveway approaches, and may be increased through the Architectural Review process in any particular instance where the standards provided herein are deemed insufficient to protect the public health, safety and general welfare. **Acknowledged.**

9. Minimum driveway approach width for uses are as provided in TDC 73C-090.

10. Driveway Approach Separation. **Driveway is existing.**

11. Distance between Driveways and Intersections. **Driveway is existing.**

12. Vision Clearance Area.

(a) Local Streets. A vision clearance area for all local street intersections, local street and driveway intersections, and local street or driveway and railroad intersections must be that triangular area formed by the right-of-way lines along such lots and a straight line joining the right-of-way lines at points which are ten feet from the intersection point of the right-of-way lines, as measured along such lines. **Vision clearance triangle added to site plan for reference.**

(b) Collector Streets. **N/A**

(c) Vertical Height Restriction. Except for items associated with utilities or publicly owned structures such as poles and signs and existing street trees, no vehicular parking, hedge, planting, fence, wall structure, or temporary or permanent physical obstruction must be permitted between 30 inches and eight feet above the established height of the curb in the clear vision area. **Vision clearance triangle added to the site plan with vertical height notes for reference.**

Section 75.050 Access Limited Roadways. **N/A**

Section 75.060 Interim Access Agreement. N/A

Section 75.070 Existing Driveways and Street Intersections.

- 1. Existing driveways with access onto arterials on the date this chapter was originally adopted are allowed to remain. If additional development occurs on properties with existing driveways with access onto arterials then this Chapter applies and the entire site must be made to conform with the requirements of this chapter. **See Section 75.040 above.***
- 2. The City Manager may restrict existing driveways and street intersections to right-in and right-out by construction of raised median barriers or other means. **Acknowledged.***

Section 75.100 Spacing Standards for New Intersections. N/A

Section 75.110 Joint Access Standards. N/A

*Section 75.120 Collector Streets Access Standards. **TRANSPORTATION – Is this a Collector? Major? Minor?***

Section 75.130 New Streets Access Standards. N/A

Section 75.140 Existing Streets Access Standards.

- 4.(e) Cipole: The exact location and configuration of the streets or driveways shall be determined by the City Manager. **N/A (no new street planned as part of the development)***

IV. CONCLUSION

This application for architectural review for a proposed new building on the west end of an existing site which includes an existing building, existing parking and existing landscaping & utilities meets the guidelines as listed in the Tualatin Development Code and therefore merits approval.

Attachments:

Proposed Site Plan
Proposed Building Floor Plan
Proposed Building Elevations
Architectural Site Plan
Civil Site Plan
Civil Grading Plan