



# City of Tualatin

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## NOTICE OF DECISION

On February 19, 2016 the City of Tualatin approved with conditions AR 15-0021 for Harsch with Addition and Site Improvements located at 20495 SW Teton Ave (Tax Lot: 2S126B106).

This staff level decision will be final after 14 calendar days from the date of this mailing unless a written request for review is received by the **Community Development Department – Planning Division at 18880 SW Martinazzi Avenue, Tualatin, OR 97062 before 5:00 p.m.** The appeal must be submitted on the City Request for Review (i.e. Appeal) form with all the information requested, as required by TDC 31.075, and signed by the appellant. Only those persons who submitted comments during the notice period may submit a request for review. The plans and appeal forms are available at the Planning Counter. The appeal forms must include reasons, the appeal fee and meet the requirements of Section 31.076 of the Tualatin Development Code.

Date notice mailed: 2/19/2016

Date a Request for Review must be filed: 3/7/2016

File: AR-15-0021



# City of Tualatin

www.tualatinoregon.gov

February 19, 2016

## ARCHITECTURAL REVIEW FINDINGS AND DECISION

**\*\* APPROVAL WITH CONDITIONS \*\***

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Case #:	AR-15-0021
Project:	Harsch with Addition and Site Improvements
Location:	<u>20495</u> SW Teton Ave (Tax Lots 2S1 26B 106)
Applicant:	Jenifer Kimura, VLMK 503-222-4453; John Gordon, Harsch 503-242-2900

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*Arrangements can be made to provide these materials in alternative formats such as large type or audio recording. Please contact the Planning Division at 503-691-3026 and allow as much lead time as possible.*

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## I. INTRODUCTION

The applicant proposes renovation of a 127,471 square foot (sf) building with a 19,339 sf addition for a speculative tenant. The subject property is 326,185 sf and known as the former Stanton Furniture building, composed of Tax Lot 2S1 26B 106. The site is located on the west side of SW Teton Avenue, approximately 1,200 feet south of SW Tualatin Sherwood Road. The subject site is in Washington County and in the Light Manufacturing (ML) Planning District.

The neighborhood/developer meeting was August 13, 2015. There was one person in attendance. Staff visited the site on August 15, 2015.

Staff received no comment from among property owners within 1,000 ft of the subject property, including pursuant to Tualatin Development Code (TDC) 31.064(1) within any residential subdivisions platted through the City.

## II. CONDITIONS OF APPROVAL

Based on the Findings and Conclusions presented, AR-15-0021 is approved, subject to the following Architectural Review conditions:

**AR-1 Prior to obtaining the first or any building permit on any portion of the subject site (includes grading, electrical, plumbing, mechanical, and any other types of building permit), the applicant shall submit three revised plan sets – 24” x 36” plan size and ledger (11” x 17”) to scale – and a paper narrative/document booklet (stapled or bound) for review and approval to the Planning Division. The narrative shall explain how and on what page each condition of approval has been met. The submittals (document booklet and plan set) shall contain page numbers and a table of contents. The plans shall be in one packet stapled or bound together down one side. Please do not use binder clips or paper clips. No piecemeal submittal will be accepted. This final approval submittal shall contain the following:**

*Please Note: Applications for Final Approval prior to building permit have a minimum 10 business day review period for submittal and each resubmittal.*

**A. The applicant shall revise the site plans as necessary to note or show all existing and new at grade, wall mounted, and rooftop electrical and mechanical equipment and its screening per TDC 73.160(4)(a). All screening shall be opaque and as high or higher than the equipment it screens. Any landscape screening shall be planted at a height to screen the equipment at the time of planting.**

NOTE: At grade, this condition applies to boxes resting at grade, not vault covers flush with grade per TDC 73.160(4)(a).

- B. Provide windows and lighting in a manner which enables tenants, employees, and police to watch over pedestrian, parking, and loading areas per TDC 73.160(3)(a). Provide sufficient windows or a security camera system that provides visual security for the entirety of the outdoor portion of the site from inside the building.**
- C. Revise the plans so that both accesses are at least 36-feet wide per TDC 73.400(9).**
- D. Paint the long white wall along the WES commuter line with the same blue tones proposed for the doors to break up the horizontal massing of the this expanse with paint per TDC 73.050(1).**
- E. The square footage for trash and recycling storage is insufficient. The applicant is 690.86 square feet short. Staff has conditioned the applicant to revise the trash plan to meet Section 73.227(2)(a)(v).**
- F. The applicant shall install the landscaping as proposed as a minimum for quality and quantity in its entirety to meet TDC 73.227(6)(a).**
- G. Show how the landscaping plan meets Section 73.240(11).**
- H. Place a note on the landscaping plans that all deciduous trees will be balled and burlapped and that the proposed 2-inch DBH deciduous trees remain the size proposed per TDC 73.260(1)(a).**
- I. The applicant shall plant the size of coniferous trees proposed. The applicant shall place a note on the landscaping plans that all trees will be balled and burlapped per TDC 73.260(1)(b).**
- J. Show vision clearance triangles on the landscaping plans and other plans to show how the vegetation and any other items proposed meet TDC 73.340(1) and 73.400(16).**
- K. Show deciduous trees and plantings will meet TDC 73.340(2).**
- L. Create bike parking plans demonstrating compliance with Section 73.370(1).**
- M. Show how all items have been completed according to Clean Water Services Memo dated January 7, 2016 to the City's Engineering Division's satisfaction.**
- N. Show how all items have been completed according to Tualatin Valley Fire & Rescue's (TVF&R) letter dated January 8, 2016 to the Building Division and TVF&R's satisfaction.**

**AR-2 To meet the requirement of 73.100(2), all building exterior improvements approved through the Architectural Review Process shall be continually maintained including necessary painting and repair so as to remain substantially similar to original approval through the Architectural Review Process, unless subsequently altered with Community Development Director approval, as a condition of approval.**

- AR-3 All conditions of approval, except where otherwise stated, shall be subject to Planning, Engineering, TVF&R, and Building Division field inspection prior to Temporary or Permanent Certificate of Occupancy.**
- AR-4 To meet the requirement of 73.100(1), all landscaping approved through Architectural Review (AR) shall be installed as shown, continually maintained, including necessary watering, weeding, pruning and replacement, in a manner substantially similar to that originally approved by the AR decision, unless subsequently altered through AR.**
- AR-5 To meet the requirement of 73.250,**
- A. Trees and other plant materials to be retained shall be identified on the landscape plan and grading plan.**
  - B. During the construction process:**
    - 1. The owner or the owner’s agents shall provide above and below ground protection for existing trees and plant materials identified to remain. The above ground landscape protection fencing shall be comprised of sturdy metal chain link fencing.**
    - 2. Trees and plant materials identified for preservation shall be protected by metal chain link fencing placed around the tree at the drip line.**
    - 3. If it is necessary to fence within the drip line, such fencing shall be specified by a qualified arborist as defined in 31.060.**
    - 4. Neither top soil storage nor construction material storage shall be located within the drip line of trees designated to be preserved.**
    - 5. Where site conditions make necessary a grading, building, paving, trenching, boring, digging, or other similar encroachment upon a preserved tree’s drip line area, such grading, paving, trenching, boring, digging, or similar encroachment shall only be permitted under the direction of a qualified arborist. Such direction must assure that the health needs of trees within the preserved area can be met.**
    - 6. Tree root ends shall not remain exposed.**
    - 7. All grading activities in the vicinity of the trees to be preserved shall not allow tree root ends to remain exposed.**
  - C. Landscaping under preserved trees shall be compatible with the retention and health of said tree.**
- AR-6 The applicant shall make the site development comply with the noise limits of 63.051(1).**
- AR-7 The applicant shall separately from this AR submit sign permit applications for any proposed signage. This decision does not approve any signage.**

**Notes:**

- The plan size (24 x 36 inches) and ledger (11 x 17 inches) scaled plan sets must be folded to a 9 x 12, not rolled. These are the plan sizes required and no other sizes will be accepted.
- The plan sets for the Planning Division must contain sheets relevant to AR conditions of approval while also not being a full building permit set. For example, because the Planning Division needs no erosion control or roof framing plan sheets, exclude them.

**AR-8 Following Planning Division approval of revised plans and when the constructed site is ready, the applicant must contact the Planning Division for a site inspection in order to obtain a certificate of occupancy (CO). This inspection is separate from inspection(s) done by the Building Division. Staff recommends scheduling a Planning inspection at least 5 business days in advance of the desired inspection date.**

**AR-9 Except as allowed by Subsection (2), all landscaping and exterior improvements required as part of the Community Development Director's, Architectural Review Board's or City Council's approval shall be constructed and completed in addition to Fire and Life Safety, and Engineering/Building Department requirements prior to the issuance of any certificate of occupancy (TDC 73.095).**

**AR-10 The subject site shall comply with all ADA standards.**

**AR-11 This decision shall be void after two years unless development has substantially commenced or an extension has been granted.**

**AR-12 No building permit shall be issued by the Building Official for the City of Tualatin for the erection, construction, conversion or alteration of any building or structure or use of land unless the Community Development Director or designee has first determined that such land use, building or structure, as proposed, would comply with the Tualatin Community Plan and Development Code (TDC 31.114).**

**III. FINDINGS**

Reviewing this application in terms of the Tualatin Development Code (TDC) and other ordinances, the following findings are relevant. All references are to sections in the TDC unless otherwise noted.

**A. Previous Land Use Actions:**

- AR-79-04 approved the construction of Stanton Furniture on the subject site.
- AR-83-22 expanded the Stanton Furniture parking lot.
- AR-15-022 approved Harsch No Addition, which is the same project without the addition as the subject project.

**B. Other Permit Actions:**

Clean Water Services (CWS) Service Provider Letter (SPL) No. 15-001647, July 22, 2015.

**C. Planning Districts and Adjacent Land Uses:**

The subject property is located within the Light Manufacturing (ML) Planning District manufacturing, wholesaling, and warehousing uses and ancillary commercial office, retail, and service uses are permitted pursuant to TDC 60.020 and 60.037. Adjacent planning districts and land uses are:

- N: MG& Airgas / Norpac and Burlington Northern and Santa Fe railroad. The Tri-Met  
ML WES (Westside Express Service) uses this railroad as well.  
An undeveloped parcel owned by Air Liquid America.
- E: ML Plumbers and Steamfitters Local, SurePower, and Ean Holdings
- S: ML Pal Avery LP and Leveton Manufacturing Company
- W: MG An undeveloped parcel owned by Air Liquid America, and another  
undeveloped parcel owned by Mutual Materials Company.

*60.070(5) The minimum parking and circulation area setback is 5 feet, except when a yard is adjacent to public streets or residential or Manufacturing Park District, the minimum setback is 10 feet. No setback is required from lot lines in ingress and egress areas shared by abutting properties in accordance with TDC 73.400(2).*

**The site plans indicate surface parking set back at least 10 ft from SW Teton Avenue and 5-feet from all other property lines, meeting the requirement.**

*60.070(8) No fence shall be constructed within 10 feet of a public right-of-way*

**All existing fencing is at least 10 feet from public right of way.**

**D. Site Planning:**

*73.160 The following standards are minimum requirements for commercial, industrial, public and semi-public development and it is expected that development proposals shall meet or exceed these minimum requirements.*

*73.160(1) Pedestrian and Bicycle Circulation.*

*(b) For Industrial uses:*

- (i) a walkway shall be provided from the main building entrance to sidewalks in the public right-of-way and other on-site buildings and accessways. The walkway shall be a minimum of 5 feet wide and constructed of concrete, asphalt, or a pervious surface such as pavers or grasscrete, but not gravel or woody material, and be ADA compliant, if applicable.*
- (ii) Walkways through parking areas, drive aisles and loading areas shall have a different appearance than the adjacent paved vehicular areas.*

- (iii) Accessways shall be provided as a connection between the development's walkway and bikeway circulation system and an adjacent bike lane;*
- (iv) Accessways may be gated for security purposes;*
- (v) Outdoor Recreation Access Routes shall be provided between the development's walkway and bikeway circulation system and parks, bikeways and greenways where a bike or pedestrian path is designated.*

**31.060**

*Bikeway. Any street, road, path or way open to bicycle travel regardless of whether such facilities are designated for the preferential use of bicycles or are to be shared with other transportation modes.*

*Walkway. A pedestrian facility which provides a paved surface for pedestrian circulation within a development. A walkway may be shared with bicycles and may cross vehicle areas.*

**E. Walkway**

**The site plan illustrates the required 5-foot wide walkway from the pedestrian front entrance of the structure to the public sidewalk on SW Teton Avenue. This requirement is met.**

**F. Accessway**

**There is a bike lane along the subject site's frontage on SW Teton Avenue. The motor vehicle parking area aisles and circulation drives also serve as the site's bikeways. There is no need for an additional accessway and ramp to connect to the bike lane.**

**73.160(3) Safety and Security.**

- (a) Locate windows and provide lighting in a manner which enables tenants, employees and police to watch over pedestrian, parking and loading areas.*
- (b) In commercial, public and semi-public development and where possible in industrial development, locate windows and provide lighting in a manner which enables surveillance of interior activity from the public right-of-way.*
- (c) Locate, orient and select on-site lighting to facilitate surveillance of on-site activities from the public right-of-way.*
- (d) Provide an identification system which clearly locates buildings and their entries for patrons and emergency services.*
- (e) Shrubs in parking areas must not exceed 30 inches in height. Tree canopies must not extend below 8 feet measured from grade.*

**Staff finds that the applicant has not demonstrated that the proposed windows and lighting are designed in a manner which enables tenants, employees, and police to watch over pedestrian, parking, and loading areas per TDC 73.160(3)(a). The northeast, southeast, and southwest sides of the building contain significant expanses with no windows. Windows could be placed in the loading dock doors to assist in viewing and / or security camera system could be proposed. Staff has conditioned the applicant to provide sufficient windows or a security camera system that provides visual security for the entirety of the outdoor portion of the site from inside the building.**

*73.160(4)(a) On and above grade electrical and mechanical equipment such as transformers, heat pumps and air conditioners shall be screened with sight obscuring fences, walls or landscaping.*

**The site and landscape plans show no existing or new at-grade or rooftop electrical or mechanical equipment. Staff conditions the applicant to show all existing and proposed above grade, wall attached, and rooftop equipment and screening that opaquely covers the equipment. All rooftop screening needs to be a higher or higher than the equipment. All landscape screening need to be planted at a size to screen the equipment at the time of planting. (At grade, it applies to boxes resting at grade, not vault covers flush with grade.)**

Note: Any rooftop equipment that the applicant, an owner, or a tenant might propose in the indefinite future would require compliance with the screening requirement, review such as Architectural Review (AR), and approval by the Planning Division.

*73.160(4)(b) Outdoor storage, excluding mixed solid waste and source separated recyclables storage areas listed under TDC 73.227, shall be screened with a sight obscuring fence, wall, berm or dense evergreen landscaping.*

**Staff finds the applicant has not provided the required plans for the trash enclosure. Staff has conditioned the applicant to provide a full color trash plan with material specifications. This will be discussed further in Section 73.227.**

#### **G. Structure Design:**

*73.050(1)*

*(b) The proposed design of the development is compatible with the design of other developments in the same general vicinity.*

*(c) The location, design, size, color and materials of the exterior of all structures are compatible with the proposed development and appropriate to the design character of other developments in the same vicinity.*

**The neighboring buildings are similar in architectural features. However, some have the long expanses broken up a bit better. Since the wall along the Wes Commuter Line is proposed to remain one long white wall, staff has conditioned the applicant to break up the horizontal massing of the this expanse with paint.**

*73.100(2) All building exterior improvements approved through the Architectural Review Process shall be continually maintained including necessary painting and repair so as to remain substantially similar to original approval through the Architectural Review Process, unless subsequently altered with Community Development Director approval.*

**To meet the requirement of 73.100(2), all building exterior improvements approved through the Architectural Review Process shall be continually maintained including necessary painting and repair so as to remain substantially similar to original approval through the Architectural Review Process, unless subsequently altered with Community Development Director approval, as a condition of approval.**

*73.220(1)*

*(a) Locate, orient and select on-site lighting to facilitate surveillance of on-site activities from the public right-of-way or other public areas.*

*(b) Provide an identification system, which clearly identifies and locates buildings and their entries.*

*(c) Shrubs in parking areas shall not exceed 30 inches in height, and tree canopies must not extend below 8 feet measured from grade, except for parking structures and underground parking where this provision shall not apply.*

**Staff examined these requirements as part of 73.160(3) and conditioned the applicant accordingly.**

**H. Mixed Solid Waste and Source Separated Recyclables Storage Areas:**

*73.227(2)(a)(i) The storage area requirement is based on the area encompassed by predominant use(s) of the building (e.g., residential, office, retail, wholesale/warehouse/manufacturing, educational/institutional or other) as well as the area encompassed by other distinct uses. If a building has more than one use and that use occupies 20 percent or less of the gross leasable area (GLA) of the building, the GLA occupied by that use shall be counted toward the floor area of the predominant use(s). If a building has more than one use and that use occupies more than 20 percent of the GLA of the building, then the storage area requirement for the whole building shall be the sum of the area of each use.*

*73.227(2)(a)(v) Commercial, industrial, public and semi-public developments shall provide a minimum storage area of 10 square feet plus: office - 4 square feet/1000 square feet gross leasable area (GLA); Retail - 10 square feet/1000 square feet GLA; Wholesale/Warehouse/Manufacturing - 6 square feet/1000 square feet GLA; The applicable rate for both buildings is wholesale/warehouse/ manufacturing at 6 square feet (sq ft) per 1,000 sq ft gross leasable area (GLA) applied as follows:*

Use	Sq Ft	Applied Rate	Storage Area (Sq Ft)	
			Required	Proposed
Industrial	146,810	10 + ([146,810 / 1,000]*6)	890.86	200

**The proposal is insufficient for the size of the building. Staff has conditioned the applicant to revise the trash plan to meet Section 73.227(2)(a)(v).**

*73.227(6)(a)*

*(iv) Exterior storage areas shall not be located within a required front yard setback or in a yard adjacent to a public or private street.*

*(v) Exterior storage areas shall be located in central and visible locations on the site to enhance security for users.*

*(vi) Exterior storage areas can be located in a parking area, if the proposed use provides parking spaces required through the Architectural Review process.*

*(vii) Storage areas shall be accessible for collection vehicles and located so that the storage area will not obstruct pedestrian or vehicle traffic movement on site or on public streets adjacent to the site. Storage areas shall be accessible for collection vehicles and located so that the storage area will not obstruct pedestrian or vehicle traffic movement on site or on public streets adjacent to the site.*

**The trash enclosure will be seen from the public right of way. However, extensive landscape screening between the proposed trash enclosure and the right of way will greatly mitigate its visual impact. Staff finds this trash screening sufficient to meet this section of code. Staff has conditioned the applicant to this proposed landscaping proposal as a minimum for quality and quantity.**

**I. Landscaping:**

*73.100(1) All landscaping approved through the Architectural Review Process shall be continually maintained, including necessary watering, weeding, pruning and replacement, in a manner substantially similar to that originally approved through the Architectural Review Process, unless subsequently altered with Community Development Director approval.*

**The development will have landscaping to maintain. To meet the requirement of 73.100(1), all landscaping approved through the Architectural Review Process shall be continually maintained, including necessary watering, weeding, pruning and replacement, in a manner substantially similar to that originally approved through the Architectural Review Process, unless subsequently altered through the AR process. Staff has conditioned the applicant as such.**

*73.240(3) The minimum area requirement for landscaping for uses in CO, CR, CC, CG, ML and MG Planning Districts shall be fifteen (15) percent of the total area to be developed, except within the Core Area Parking District, where the minimum area requirement for landscaping shall be 10 percent. When a dedication is granted on the subject property for a greenway or natural area, the minimum area requirement for landscaping may be reduced by 2.5 percent from the minimum area requirement as determined through the AR process.*

**Neither the Core Area Parking District nor a greenway or natural area dedication applies. The site plan cover sheet tabulates 18% of the site will be landscaped, meeting this requirement.**

*73.240(9) Yards adjacent to public streets, except as described in 73.240(7), shall be planted to lawn or live groundcover and trees and shrubs and shall be perpetually maintained in a manner providing a park-like character to the property as approved through the Architectural Review process.*

**The proposed landscape areas on the SW Teton frontage include trees, shrubs and groundcover, meeting the requirement.**

*73.240(10) Yards not adjacent to public streets or Low Density Residential (RL) or Manufacturing Park (MP) Planning Districts shall be planted with trees, shrubs, grass or other live groundcover, and maintained consistent with a landscape plan indicating areas of future expansion, as approved through the Architectural Review process.*

**All yards not adjacent to public streets contain trees, shrubs and groundcover, meeting the requirement.**

*73.240(11) Any required landscaped area shall be designed, constructed, installed, and maintained so that within three years the ground shall be covered by living grass or other plant materials. (The foliage crown of trees shall not be used to meet this requirement.) A maximum of 10% of the landscaped area may be covered with unvegetated areas of bark chips, rock or stone.*

**Staff has conditioned the applicant to show how they are meeting this requirement with their landscaping plan.**

*73.260(1)(a) Deciduous shade and ornamental trees shall be a minimum one and one-half inch (1½") caliper measured six inches (6") above ground, balled and burlapped. Bare root trees will be accepted to plant during their dormant season. Trees shall be characteristically shaped specimens.*

**The landscape plan identifies all proposed deciduous trees as at least 1.5-inch caliper. Staff has conditioned the applicant to place a note on the plans that all trees will be balled and burlapped and that the proposed 2-inch DBH deciduous trees remain the size proposed.**

*73.260(1)(b) Coniferous trees shall be a minimum five feet (5') in height above ground, balled and burlapped. Bare root trees will be acceptable to plant during their dormant season. Trees shall be well branched and characteristically shaped specimens.*

**The proposed coniferous trees are 6-7 ft meet the requirement and have been conditioned to remain the size proposed. Staff has conditioned the applicant to place a note on the plans that all trees will be balled and burlapped.**

*73.280 Landscaped areas shall be irrigated with an automatic underground or drip irrigation system.*

**A note on the landscape plan indicates provision of an automatic underground irrigation system, meeting the requirement.**

*73.290(1) Where natural vegetation has been removed or damaged through grading in areas not affected by the landscaping requirements and that are not to be occupied by structures or other improvements, such areas shall be replanted.*

**Because the site is disturbed and the site plans illustrate no natural vegetation to remain following improvements, the requirement is not applicable.**

*73.310(1) A minimum 5-foot-wide landscaped area must be located along all building perimeters, which are viewable by the general public from parking lots or the public right-of-way, excluding loading areas, bicycle parking areas and pedestrian egress/ingress locations. Pedestrian amenities such as landscaped plazas and arcades may be substituted for this requirement. This requirement shall not apply where the distance along a wall between two vehicle or pedestrian access openings (such as entry doors, garage doors, carports and pedestrian corridors) is less than 8 feet.*

**The landscape plan illustrates landscaping 5 ft wide along both sides of the building adjacent to the streets and parking, meeting the requirements.**

*73.310(2) Areas exclusively for pedestrian use that are developed with pavers, bricks, etc., and contain pedestrian amenities, such as benches, tables with umbrellas, children's play areas, shade trees, canopies, etc., may be included as part of the site landscape area requirement.*

**The applicant has chosen not to exercise this option.**

*73.310(3) All areas not occupied by buildings, parking spaces, driveways, drive aisles, pedestrian areas or undisturbed natural areas shall be landscaped.*

**The site plan indicates landscaping in all areas not occupied by paved improvements, meeting the requirement.**

*73.340(1) A clear zone shall be provided for the driver at ends of on-site drive aisles and at driveway entrances, vertically between a maximum of 30 inches and a minimum of 8 feet as measured from the ground level, except for parking structures and underground parking, where this provision shall not apply.*

**Staff has conditioned the applicant to show vision clearance triangles on the landscaping plans to meet this requirement.**

*73.340(2) Perimeter site landscaping of at least 5 feet in width shall be provided in all off-street parking and vehicular circulation areas (including loading areas).*

*(a) The landscape area shall contain:*

- (i) Deciduous trees an average of not more than 30 feet on center. The trees shall meet the requirements of 73.360(7).*
- (ii) Plantings which reach a mature height of 30 inches in 3 years which provide screening of vehicular headlights year round.*
- (iii) Shrubs or ground cover, planted so as to achieve 90 percent coverage within three years.*

**The planting plans illustrate landscaping at least 5 ft deep onto the property along all off-street parking and vehicular circulation areas (including loading areas). However,**

**staff has conditioned the applicant to show deciduous trees an average of not more than 30 feet on center and plantings will reach a mature height of 30 inches in 3 years which provide screening of vehicular headlights year round, and shrubs and ground cover planted so as to achieve 90 percent coverage within three years.**

**J. Tree Preservation:**

*73.050(4) As part of Architectural Review, the property owner may apply for approval to cut trees in addition to those allowed in TDC 34.200. The granting or denial of a tree-cutting permit shall be based on the criteria in TDC 34.230.*

*34.230 The Community Development Director shall consider the following criteria when approving, approving with conditions, or denying a request to cut trees.*

*The Community Development Director may approve a request to cut a tree when the applicant can satisfactorily demonstrate that any of the following criteria are met:*

- (a) *The tree is diseased, and*
  - (i) *The disease threatens the structural integrity of the tree; or*
  - (ii) *The disease permanently and severely diminishes the aesthetic value of the tree; or*
  - (iii) *The continued retention of the tree could result in other trees being infected with a disease that threatens either their structural integrity or aesthetic value.*
- (b) *The tree represents a hazard, which may include but not be limited to:*
  - (i) *The tree is in danger of falling;*
  - (ii) *Substantial portions of the tree are in danger of falling.*
- (c) *It is necessary to remove the tree to construct proposed improvements based on Architectural Review approval, building permit, or approval of a Subdivision or Partition Review.*

**Because the proposal involves removal of existing trees, the requirement applies. The existing conditions, site, and landscape plans indicate removal of five trees and replacement with improvements for vehicular circulation and parking, meeting the criterion of (c) and therefore meeting the requirement.**

*73.250*

*(1) Trees and other plant materials to be retained shall be identified on the landscape plan and grading plan.*

*(2) During the construction process:*

- (a) *The owner or the owner's agents shall provide above and below ground protection for existing trees and plant materials identified to remain.*
- (b) *Trees and plant materials identified for preservation shall be protected by chain link or other sturdy fencing placed around the tree at the drip line.*
- (c) *If it is necessary to fence within the drip line, such fencing shall be specified by a qualified arborist as defined in 31.060.*
- (d) *Neither top soil storage nor construction material storage shall be located within the drip line of trees designated to be preserved.*
- (e) *Where site conditions make necessary a grading, building, paving, trenching, boring, digging, or other similar encroachment upon a preserved tree's drip line area, such grading, paving, trenching, boring, digging, or similar encroachment shall only be permitted under the direction of a qualified arborist. Such direction must assure that the health needs of trees within the preserved area can be met.*
- (f) *Tree root ends shall not remain exposed.*

*(3) Landscaping under preserved trees shall be compatible with the retention and health of said tree.*

*(4) When it is necessary for a preserved tree to be removed in accordance with TDC 34.210 the landscaped area surrounding the tree or trees shall be maintained and replanted with trees that relate to the present landscape plan, or if there is no landscape plan, then trees that are complementary with existing, nearby landscape materials.*

**Because the proposal involves retention of trees, and staff cannot determine compliance until after approval of this AR, staff is applying a condition.**

**To meet the requirement of 73.250,**

**(1) Trees and other plant materials to be retained shall be identified on the landscape plan and grading plan.**

**(2) During the construction process:**

**(a) The owner or the owner's agents shall provide above and below ground protection for existing trees and plant materials identified to remain.**

**(b) Trees and plant materials identified for preservation shall be protected by chain link or other sturdy fencing placed around the tree at the drip line.**

**(c) If it is necessary to fence within the drip line, such fencing shall be specified by a qualified arborist as defined in 31.060.**

**(d) Neither top soil storage nor construction material storage shall be located within the drip line of trees designated to be preserved.**

**(e) Where site conditions make necessary a grading, building, paving, trenching, boring, digging, or other similar encroachment upon a preserved tree's drip line area, such grading, paving, trenching, boring, digging, or similar encroachment shall only be permitted under the direction of a qualified arborist. Such direction must assure that the health needs of trees within the preserved area can be met.**

**(f) Tree root ends shall not remain exposed.**

**(3) Landscaping under preserved trees shall be compatible with the retention and health of said tree.**

**(4) When it is necessary for a preserved tree to be removed in accordance with TDC 34.210 the landscaped area surrounding the tree or trees shall be maintained and replanted with trees that relate to the present landscape plan, or if there is no landscape plan, then trees that are complementary with existing, nearby landscape materials.**

*73.370(1)*

*(n) Bicycle parking facilities shall either be lockable enclosures in which the bicycle is stored, or secure stationary racks, which accommodate a bicyclist's lock securing the frame and both wheels.*

*(o) Each bicycle parking space shall be at least 6 feet long and 2 feet wide, and overhead clearance in covered areas shall be at least 7 feet, unless a lower height is approved through the Architectural Review process.*

*(r) Required bicycle parking shall be located in convenient, secure, and well lighted locations approved through the Architectural Review process.*

*(s) Bicycle parking facilities may be provided inside a building in suitable secure and accessible locations.*

*(u) Bicycle parking areas and facilities shall be identified with appropriate signing as specified in the Manual on Uniform Traffic Control Devices (MUTCD) (latest edition). At a minimum, bicycle parking signs shall be located at the main entrance and at the location of the bicycle parking facilities.*

**The site plan shows bike parking; however it is not clear the dimensional standards are met. Therefore, staff has conditioned the applicant to submit approvable plans demonstrating compliance with Section 73.370(1).**

73.380

*(1) Off-street parking lot design shall comply with the dimensional standards set forth in Figure 73-1 of this section.*

*(2) Parking stalls for sub-compact vehicles shall not exceed 35 percent of the total parking stalls required by Section 73.370(2).*

*(3) Off-street parking stalls shall not exceed eight continuous spaces in a row without a landscape separation.*

*(4) Areas used for standing or maneuvering of vehicles shall have paved asphalt or concrete surfaces maintained adequately for all-weather use and so drained as to avoid the flow of water across sidewalks.*

*(8) Service drives to off-street parking areas shall be designed and constructed to facilitate the flow of traffic, provide maximum safety of traffic access and egress, and maximum safety of pedestrians and vehicular traffic on the site.*

*(9) Parking bumpers or wheel stops or curbing shall be provided to prevent cars from encroaching on the street right-of-way, adjacent landscaped areas, or adjacent pedestrian walkways.*

*(11) On-site drive aisles without parking spaces, which provide access to parking areas with regular spaces or with a mix of regular and sub-compact spaces, shall have a minimum width of 22 feet for two-way traffic and 12 feet for one-way traffic. On-site drive aisles without parking spaces, which provide access to parking areas with only sub-compact spaces, shall have a minimum width of 20 feet for two-way traffic and 12 feet for one-way traffic.*

**Regarding (1), the site plan illustrates standard parking stalls noted pursuant to Figure 73-1, meeting the requirement.**

**Regarding (2), the applicant has chosen not to provide compact parking.**

**Regarding (3), the site plan illustrates no aisle of parking having more than eight continuous spaces without a landscape separation, meeting the requirement.**

**Regarding (4), the proposed site plan illustrates that all parking and vehicle circulation area is paved, and the grading plan shows drainage that would prevent water flow across sidewalks, meeting the requirement.**

**Regarding (8), the proposed parking lots meet the requirement.**

**Regarding (9), all of the parking area has curbing adjacent to street ROW, landscaped areas, or pedestrian walkways, meeting the requirement.**

**Regarding (11), the drive aisles are each at least 24 ft, meeting or exceeding the minimum requirement.**

#### **K. Lighting:**

*73.160(3)(c) Locate, orient and select on-site lighting to facilitate surveillance of on-site activities from the public right-of-way without shining into public rights-of-way or fish and wildlife habitat areas.*

*73.380(6) Artificial lighting, which may be provided, shall be so deflected as not to shine or create glare in any residential planning district or on any adjacent dwelling, or any street right-of-way in such a manner as to impair the use of such way.*

**The applicant has provided a lighting plan that shows all lighting will meet the above requirements.**

**L. Access:**

*73.400(9) Ingress and egress for industrial uses shall not be less than 36 feet for the first 50 feet from the right-of-way, and 24 feet thereafter (Applies to industrial uses with less than 250 required parking spaces).*

**The main entrance meets this requirement, but the secondary access does not, staff has conditioned the applicant to revise the plans so that both accesses are at least 36-foot wide.**

*Vision clearance requirements at the driveways and street intersection shall comply with the requirements of 73.400(16).*

**Staff was unable to determine if driveway entrances meet this section. Staff has conditioned the applicant to revise the plans to show vision clearance according to this section is met.**

**M. Environmental:**

*63.051(1) Except as otherwise provided in this section, all industrial development shall comply with the Oregon State Department of Environmental Quality standards relating to noise. From 9:00 p.m. to 7:00 a.m., a dBA reading from an industrial development, whether new or existing, shall not exceed an L-max of 60 dBA when measured from a noise sensitive property.*

**Staff has conditioned the applicant to make the development comply with the noise limits of 63.051(1).**

**N. Signs:**

**The applicant has been conditioned to separately from this AR submit sign permit applications for any proposed signage.**

**O. Time Limit on Approval:**

*73.056 Architectural Review approvals shall expire after two years unless:*

- (1) *A building, or grading permit submitted in conjunction with a building permit application, has been issued and substantial construction pursuant thereto has taken place and an inspection performed by a member of the Building Division; or*
- (2) *The Architectural Review (AR) applicant requests in writing an extension and the City approves it. If the Community Development Director and City Engineer or their designees approved the AR. then the Community Development Director and City Engineer shall decide upon the extension request. If the Architectural Review Board (ARB) approved the AR. then the ARB shall decide upon the extension request. The applicant shall provide notice of extension request to past recipients of the AR notice of application and post a sign pursuant to TDC 31.064. Before approving an extension, the deciding party shall find the request meets these criteria:*
  - (a) *The applicant submitted a written extension request prior to the original expiration date.*

- (b) *There have been no significant changes in any conditions, ordinances, regulations or other standards of the City or applicable agencies that affect the previously approved project so as to warrant its resubmittal for AR.*
- (c) *If the previously approved application included a special study, the applicant provided with the extension a status report that shows no significant changes on the site or within the vicinity of the site. A letter from a recognized professional also would satisfy this criterion if it states that conditions have not changed after the original approval and that no new study is warranted.*
- (d) *If the AR applicant neglected site maintenance and allowed the site to become blighted, the deciding party shall factor this into its decision.*
- (e) *The deciding party shall grant no more than a single one-year extension for an AR approval.*
- (f) *If the Community Development Director and City Engineer or their designees are the deciding party, then they shall decide within thirty (30) days of receipt of the request. If the ARB is the deciding party, then the ARB shall decide within sixty (60) days of receipt of the request. If the deciding party fails to decide within the applicable time period, the decision shall default to approval.*

**Staff has placed this code as a condition of approval.**

#### **IV. APPEAL**

The Architectural Review portion of this decision will be final after 14 calendar days on **March 7, 2016**, unless a written appeal is received by the Community Development Department – Planning Division at 18880 Martinazzi Avenue, Tualatin, Oregon 97062 before **5:00 p.m., March 7, 2016**. The appeal must be submitted on the City appeal form with all the information requested provided thereon and signed by the appellant. The plans and appeal forms are available at the Community Development Department – Planning Division offices. Appeals of a staff Architectural Features decision are reviewed by the Architectural Review Board (ARB).

Submitted by:

Issued by:



Robin G Dehnert  
Temporary Associate Planner

Aquilla Hurd-Ravich  
Planning Manager

Attachments:

- 101. Vicinity Map
- 102. Clean Water Services Memorandum dated January 7, 2016
- 103. TVF&R Letter dated January 8, 2016

file: AR-15-0021

The Public Facilities Report (PFR) complement to the AR starts on the next page.

February 19, 2016

**V. Engineering REVIEW FINDINGS AND DECISION  
FOR AR15-0022 Harsch Without Addition**

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## RECOMMENDATION

Based on the findings presented, the City Engineer approves the Architectural Review of AR15-0021, Harsch With Addition with the following conditions:

### **A. PRIOR TO ISSUANCE OF WATER QUALITY PERMITS:**

- PFR-1 Obtain a NPDES Erosion Control Permit in accordance with code section TMC 3-5-060.
- PFR-2 Obtain a City of Tualatin erosion control permit in accordance with code section TMC 3-5-060.
- PFR-3 Submit final stormwater calculations that include conveyance through the development.
- PFR-4 Submit final stormwater plans.
- PFR-5 Provide submittals to obtain permission and permitting from the railroad for work within and stormwater drainage outfall to their property.
- PFR-6 Submit plans that meet the requirements of TVF&R.
- PFR-7 Submit plans that are sufficient to obtain a Stormwater Connection Permit Authorization Letter that complies with the submitted Service Provider Letter conditions and obtain an Amended Service Provider Letter as determined by Clean Water Services for any revisions to the proposed plans.
- PFR-8 Submit plans that minimize the impact of stormwater from the development to adjacent properties.

**A. PRIOR TO ISSUANCE OF A BUILDING PERMIT:**

PFR-9 Construct water quality improvements shown on submitted plans and corrected by conditions of approval or provide financial assurance.

**B. PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY:**

PFR-10 Construct water quality permit improvements shown on submitted plans and corrected by conditions of approval.

**II. APPEAL**

Requests for review of this decision must be received by the Engineering Division within the 14-day appeal period ending on **March 7, 2016 at 5 PM**. Issues must have been described with adequate clarity and detail with identification of the associated Tualatin Municipal or Development Code section to afford a decision maker an opportunity to respond to the issue. A request for review must be submitted on the form provided by the City, as detailed in TDC 36.161, and signed by the appellant.

Sincerely,



Tony Doran, EIT  
Engineering Associate

**III. STANDARDS AND APPLICABLE CRITERIA**

Tualatin Municipal Code (TMC)  
Title 03: Utilities and Water Quality  
Title 04: Building

Tualatin Development Code (TDC)  
Chapter 73: Community Design Standards  
Chapter 74: Public Improvement Requirements

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## **IV. CONCLUSIONS**

### **A. TMC 3-5: UTILITIES AND WATER QUALITY**

#### **I. TMC 3-5 ADDITIONAL SURFACE WATER MANAGEMENT STANDARDS**

##### **1. TMC 3-5-010 POLICY.**

It is the policy of the City to require temporary and permanent measures for all construction projects to lessen the adverse effects of construction on the environment. The contractor shall properly install, operate and maintain both temporary and permanent works as provided in this chapter or in an approved plan, to protect the environment during the term of the project. In addition, these erosion control rules apply to all properties within the City, regardless of whether that property is involved in a construction or development activity. Nothing in this chapter shall relieve any person from the obligation to comply with the regulations or permits of any federal, state, or local authority...

##### **2. TMC 3-5-050 EROSION CONTROL PERMITS.**

(1) Except as noted in subsection (3) of this section, no person shall cause any change to improved or unimproved real property that causes, will cause, or is likely to cause a temporary or permanent increase in the rate of soil erosion from the site without first obtaining a permit from the City and paying prescribed fees...

##### **3. TMC 3-5-060 PERMIT PROCESS.**

(1) Applications for an Erosion Control Permit. Application for an Erosion Control Permit shall include an Erosion Control Plan which contains methods and interim facilities to be constructed or used concurrently and to be operated during construction to control erosion. The plan shall include either:

(a) A site specific plan outlining the protection techniques to control soil erosion and sediment transport from the site to less than one ton per acre per year as calculated using the Soil Conservation Service Universal Soil Loss Equation or other equivalent method approved by the City Engineer, or

(b) Techniques and methods contained and prescribed in the Soil Erosion Control Matrix and Methods, outlined in TMC 3-5.190 or the Erosion Control Plans - Technical Guidance Handbook, City of Portland and Unified Sewerage Agency, January, 1991.

**(2) Site Plan. A site specific plan, pre-pared by an Oregon registered profession-al engineer, shall be required when the site meets any of the following criteria:**

- (a) greater than five acres;**
- (b) greater than one acre and has slopes greater than 20 percent;**
- (c) contains or is within 100 feet of a City-identified wetland or a waterway identified on FEMA floodplain maps; or**
- (d) greater than one acre and contains highly erodible soils.**

**FINDING:**

A 1200-C permit from Clean Water Services (Acting agent for DEQ) and an Erosion Control Permit from the City has been submitted for review and will be obtained prior to construction starting on the site. The contractor will employ BMPs as indicated on the Erosion Control Plan Set submitted as part of the 1200-C permit approval. The standard 1200- C requirements comply with this section. During construction the site will be maintained by the contractor in compliance with the 1200-C permit for this project. The applicant has submitted plans showing erosion control on sheets G2.0 for an area of approximately 2.704 acres. This criterion is satisfied with conditions of approval PFR-1 and 2.

**4. TMC 3-5-200 DOWNSTREAM PROTECTION REQUIREMENT.**

Each new development is responsible for mitigating the impacts of that development upon the public storm water quantity system. The development may satisfy this requirement through the use of any of the following techniques, subject to the limitations and requirements in TMC 3-5-210: Construction of permanent on-site stormwater quantity detention facilities designed in accordance with this title;...

**5. TMC 3-5-210 REVIEW OF DOWNSTREAM SYSTEM.**

For new development other than the construction of a single family house or duplex, plans shall document review by the design engineer of the downstream capacity of any existing storm drainage facilities impacted by the proposed development. That review shall extend downstream to a point where the impacts to the water surface elevation from the development will be insignificant, or to a point where the conveyance system has adequate capacity, as determined by the City Engineer. To determine the point at which the downstream impacts are insignificant or the drainage system has adequate capacity, the design engineer shall submit an analysis using the following guidelines:

- (1) evaluate the downstream drainage system for at least ¼ mile;**

**(2) evaluate the downstream drainage system to a point at which the runoff from the development in a build out condition is less than 10 percent of the total runoff of the basin in its current development status. Developments in the basin that have been approved may be considered in place and their conditions of approval to exist if the work has started on those projects;**

**(3) evaluate the downstream drainage system throughout the following range of storms: 2, 5, 10, 25 year;**

**(4) The City Engineer may modify items 1, 2, 3 to require additional information to determine the impacts of the development or to delete the provision of unnecessary information.**

## **6. TMC 3-5-220 CRITERIA FOR REQUIRING ON-SITE DETENTION TO BE CONSTRUCTED.**

**The City shall determine whether the onsite facility shall be constructed. If the onsite facility is constructed, the development shall be eligible for a credit against Storm and Surface Water System Development Charges, as provided in City ordinance. On-site facilities shall be constructed when any of the following conditions exist:**

**(1) There is an identified downstream deficiency, as defined in TMC 3-5-210, and detention rather than conveyance system enlargement is determined to be the more effective solution...**

### **FINDING:**

Given the small amount of new impervious area (approximately 37,897 sf) the proposed project will not impact the existing public storm water system. In addition to providing water quality treatment for all onsite impervious area (except building roof area), the water quality treatment systems will attenuate the discharge of runoff from this system. Given that this site currently has no stormwater management - the proposed stormwater management will be a significant improvement to local stormwater quality and quantity control based on the Preliminary Stormwater Report. All of the impervious areas on site, with the exception of the building roof area, will be provided with water quality treatment per Clean Water Services standards. Given the existing site constraints, providing detention is not feasible on this site. The new 37,897 sf of impervious created by this development increases the total peak flowrate from 4.47 cfs to 4.99 cfs. The StormFilter catch basins and the vegetated filter strip will attenuate the runoff from this site, significantly reducing the site discharge. This criterion is satisfied with conditions of approval PFR-3.

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## **II. TMC 3-5 PERMANENT ON-SITE WATER QUALITY FACILITIES**

### **1. TMC 3-5-280 PLACEMENT OF WATER QUALITY FACILITIES.**

Title III specifies that certain properties shall install water quality facilities for the purpose of removing phosphorous. No such water quality facilities shall be constructed within the defined area of existing or created wetlands unless a mitigation action, approved by the City, is constructed to replace the area used for the water quality facility.

**FINDING:**

The water quality facilities are shown to be located outside both wetland and associated buffer. This criterion is met.

### **2. TMC 3-5-290 PURPOSE OF TITLE.**

The purpose of this title is to require new development and other activities which create impervious surfaces to construct or fund on-site or off-site permanent water quality facilities to reduce the amount of phosphorous entering the storm and surface water system.

### **3. TMC 3-5-300 APPLICATION OF TITLE.**

Title III of this Chapter shall apply to all activities which create new or additional impervious surfaces, except as provided in TMC 3-5.310.

### **4. TMC 3-5-310 EXCEPTIONS.**

(1) Those developments with application dates prior to July 1, 1990, are exempt from the requirements of Title III.

The application date shall be defined as the date on which a complete application for development approval is accepted by the City in accordance with City regulations.

(2) Construction of one and two family (duplex) dwellings are exempt from the requirements of Title III.

(3) Sewer lines, water lines, utilities or other land development that will not directly increase the amount of storm water run-off or pollution leaving the site once construction has been completed and the site is either restored to or not altered from its approximate original condition are exempt from the requirements of Title III.

### **5. TMC 3-5-320 DEFINITIONS.**

(1) "Stormwater Quality Control Facility" refers to any structure or drainage way that is designed, constructed and maintained to collect and filter, retain, or detain surface water run-off during and after a storm event for the purpose of water quality improvement. It may also include, but is not limited to, existing features such as constructed wetlands, water quality swales, low impact development approaches ("LIDA"), and ponds which are maintained as stormwater quality control facilities.

(2) "Low impact development approaches" or "LIDA: means stormwater facilities constructed utilizing low impact development approaches used to temporarily store, route or filter run-off for the purpose of improving water quality. Examples include; but are not limited to, Porous Pavement, Green Roofs, Infiltration Planters/Rain Gardens, Flow-Through Planters, LIDA Swales, Vegetated Filter Strips, Vegetated Swales, Extended Dry Basins, Constructed Water Quality Wetland, Conveyance and Stormwater Art, and Planting Design and Habitats.

(3) "Water Quality Swale" means a vegetated natural depression, wide shallow ditch, or constructed facility used to temporarily store, route or filter run-off for the purpose of improving water quality.

(4) "Existing Wetlands" means those areas identified and delineated as set forth in the Federal Manual for Identifying the Delineating Jurisdictional Wetlands, January, 1989, or as amended, by a qualified wetlands specialist.

(5) "Created Wetlands" means those wetlands developed in an area previously identified as a non-wetland to replace, or mitigate wetland destruction or displacement.

(6) "Constructed Wetlands" means those wetlands developed as a water quality or quantity facility, subject to change and maintenance as such. These areas must be clearly defined and/or separated from existing or created wetlands. This separation shall preclude a free and open connection to such other wetlands.

## **6. TMC 3-5-330 PERMIT REQUIRED.**

Except as provided in TMC 3-5-310, no person shall cause any change to improved or unimproved real property that will, or is likely to, increase the rate or quantity of run-off or pollution from the site without first obtaining a permit from the City and following the conditions of the permit.

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**7. TMC 3-5-340 FACILITIES REQUIRED.**

For new development, subject to the exemptions of TMC 3-5-310, no permit for construction, or land development, or plat or site plan shall be approved unless the conditions of the plat, plan or permit approval require permanent stormwater quality control facilities in accordance with this Title III.

**8. TMC 3-5-345 INSPECTION REPORTS.**

The property owner or person in control of the property shall submit inspection reports annually to the City for the purpose of ensuring maintenance activities occur according to the operation and maintenance plan submitted for an approved permit or architectural review.

**9. TMC 3-5-350 PHOSPHOROUS REMOVAL STANDARD.**

The stormwater quality control facilities shall be designed to remove 65 percent of the phosphorous from the runoff from 100 percent of the newly constructed impervious surfaces. Impervious surfaces shall include pavement, buildings, public and private roadways, and all other surfaces with similar runoff characteristics.

**10. TMC 3-5-360 DESIGN STORM.**

The stormwater quality control facilities shall be designed to meet the removal efficiency of TMC 3-5-350 for a mean summertime storm event totaling 0.36 inches of precipitation falling in four hours with an average return period of 96 hours.

**11. TMC 3-5-370 DESIGN REQUIREMENTS.**

The removal efficiency in TDC Chapter 35 specifies only the design requirements and are not intended as a basis for performance evaluation or compliance determination of the stormwater quality control facility installed or constructed pursuant to this Title III.

**12. TMC 3-5-330 PERMIT REQUIRED.**

Except as provided in TMC 3-5-310, no person shall cause any change to improved or unimproved real property that will, or is likely to, increase the rate or quantity of run-off or pollution from the site without first obtaining a permit from the City and following the conditions of the permit.

**13. TMC 3-5-340 FACILITIES REQUIRED.**

**For new development, subject to the exemptions of TMC 3-5-310, no permit for construction, or land development, or plat or site plan shall be approved unless the conditions of the plat, plan or permit approval require permanent stormwater quality control facilities in accordance with this Title III.**

#### **14. TMC 3-5-390 FACILITY PERMIT APPROVAL.**

**A stormwater quality control facility permit shall be approved only if the following are met:**

**(1) The plat, site plan, or permit application includes plans and a certification prepared by an Oregon registered, professional engineer that the proposed stormwater quality control facilities have been designed in accordance with criteria expected to achieve removal efficiencies for total phosphorous required by this Title III. Clean Water Services Design and Construction Standards shall be used in preparing the plan for the water quality facility; and**

**(2) The plat, site plan, or permit application shall be consistent with the areas used to determine the removal required in TMC 3-5-350; and**

**(3) A financial assurance, or equivalent security acceptable to the City, is provided by the applicant which assures that the stormwater quality control facilities are constructed according to the plans established in the plat, site plan, or permit approval. The financial assurance may be combined with our financial assurance requirements imposed by the City; and**

**(4) A stormwater facility agreement identifies who will be responsible for assuring the long term compliance with the operation and maintenance plan.**

#### **FINDING:**

The submitted stormwater calculations show that the amount of proposed treatment exceeds that required of Clean Water Services' Design and Construction Standards Table 4-1 for redevelopment. Given the small amount of new impervious area (approximately 37,897 sf) the proposed project will not impact the existing public storm water system per the preliminary stormwater report. In addition to providing water quality treatment for all new and existing onsite impervious area and a portion of the existing building roof area, the water quality treatment systems will attenuate the discharge of runoff from this system. Given that this site currently has no stormwater management - the proposed stormwater management will be a significant improvement to local stormwater quality and quantity control. Per CWS standards, detention is required if there is a restriction in the conveyance system. We are not aware of any existing downstream restrictions in the conveyance channel or in the public storm in SW Teton Avenue per the preliminary stormwater report. The stormwater quality systems will be sized to accommodate the Clean Water Services standard water quality event of 0.36 inches of rain falling in 4 hours. This criterion is satisfied with conditions of approval PFR-3, 4, and 9.

## **B. TMC 4-02: FIRE HYDRANT LOCATIONS AND RATES OF FLOW**

### **I. TMC 4-2-010 HYDRANTS AND WATER SUPPLY FOR FIRE PROTECTION.**

(1) Every application for a building permit and accompanying plans shall be submitted to the Building Division for review of water used for fire protection, the approximate location and size of hydrants to be connected, and the provisions for access and egress for firefighting equipment. If upon such review it is determined that the fire protection facilities are not required or that they are adequately provided for in the plans, the Fire and Life Safety Reviewer shall recommend approval to the City Building Official.

(2) If adequate provisions for such facilities are not made, the Fire and Life Safety Reviewer shall either recommend against approval of the plans or indicate to the applicant in writing where the plans are deficient or recommend approval of plans subject to conditions.

#### **FINDING:**

The plans show reconnection of a private fire water service line between this site and TLID 2S126B000114, 10385 SW Avery Street to the south. This will loop the line from SW Teton Avenue to SW Avery Street. This criterion is satisfied with conditions of approval PFR-6.

## **C. TDC CHAPTER 73: COMMUNITY DESIGN STANDARDS**

### **I. TDC SECTION 73.270 GRADING.**

(1) After completion of site grading, top-soil is to be restored to exposed cut and fill areas to provide a suitable base for seeding and planting.

(2) All planting areas shall be graded to provide positive drainage.

(3) Neither soil, water, plant materials nor mulching materials shall be allowed to wash across roadways or walkways.

(4) Impervious surface drainage shall be directed away from pedestrian walkways, dwelling units, buildings, outdoor private and shared areas and landscape areas except where the landscape area is a water quality facility.

**FINDING:**

The site will be graded to cover any exposed areas and fully landscaped to provide a clean appearance. The site grading has been designed to provide positive drainage for the entire site as indicated on the grading plan. The landscaped areas will be enclosed with concrete curbs to prevent any washouts of soil. The site grading of the asphalt (impervious) areas have been designed to drain away from walkways, buildings, etc. If required to drain toward these items, concrete curbs are located (i.e. around landscaping) to protect them. The applicant has submitted plans showing erosion control on sheets G2.0 for an area of approximately 2.704 acres. This criterion is satisfied with conditions of approval PFR-1 and 2.

**D. TDC CHAPTER 74: PUBLIC IMPROVEMENT REQUIREMENTS**

**I. TDC SECTION 74.140 CONSTRUCTION TIMING.**

**(2) All private improvements required under this chapter shall be approved by the City prior to the issuance of a Certificate of Occupancy; ...**

**FINDINGS:**

The applicant will follow the procedural requirements of this section. This criterion is satisfied with conditions of approval PFR-9 and 10.

**II. TDC SECTION 74.630 STORM DRAINAGE SYSTEM.**

**(1) Storm drainage lines shall be installed to serve each property in accordance with City standards. Storm drainage construction plans and calculations shall be submitted to the City Engineer for review and approval prior to construction.**

**(2) The storm drainage calculations shall confirm that adequate capacity exists to serve the site. The discharge from the development shall be analyzed in accordance with the City's Storm and Surface Water Regulations.**

**(3) If there are undeveloped properties adjacent to the proposed development site which can be served by the storm drainage system on the proposed development site, the applicant shall extend storm drainage lines to the common boundary line with these properties. The lines shall be sized to convey expected flows to include all future development from all up stream areas that will drain through the lines on the site, in accordance with the Tualatin Drainage Plan in TDC Chapter 14.**

**FINDINGS:**

The proposed site development does not significantly increase the peak runoff from this site per the preliminary stormwater report. All adjacent properties are developed. The plans show continued use of an existing stormwater lateral to a public stormwater line in SW Teton Avenue. Six existing private laterals outfall into the railroad property are shown as no longer used with one new lateral into the railroad property proposed towards the northeast of the site. Permission and permitting will be

needed from the railroad for any proposed changes to their property. This criterion is satisfied with conditions of approval PFR-3, 5, and 9.

### **III. TDC SECTION 74.640 GRADING.**

**(1) Development sites shall be graded to minimize the impact of storm water runoff onto adjacent properties and to allow adjacent properties to drain as they did before the new development.**

**(2) A development applicant shall submit a grading plan showing that all lots in all portions of the development will be served by gravity drainage from the building crawl spaces; and that this development will not affect the drainage on adjacent properties. The City Engineer may require the applicant to remove all excess material from the development site.**

#### **FINDINGS:**

Per the preliminary stormwater calculations, sub-basins 1 and 3 sheet flow to a proposed outfall from a private lateral into railroad property, consolidated from 6 existing outfalls. Permission and permitting will be needed from the railroad for proposed changes to their property. Sub-basin 2 is collected in catch basins (upgraded to stormfilter units with proposed development) and runoff discharged to public storm in SW Teton Avenue. There are no crawl spaces in the existing building. This criterion is satisfied with conditions of approval PFR-1, 2, 5, and 8.

### **IV. TDC SECTION 74.650 WATER QUALITY, STORM WATER DETENTION AND EROSION CONTROL.**

**The applicant shall comply with the water quality, storm water detention and erosion control requirements in the Surface Water Management Ordinance. If required:**

**(1) On subdivision and partition development applications, prior to approval of the final plat, the applicant shall arrange to construct a permanent on-site water quality facility and storm water detention facility and submit a design and calculations indicating that the requirements of the Surface Water Management Ordinance will be satisfied and obtain a Stormwater Connection Permit from Clean Water Services; or**

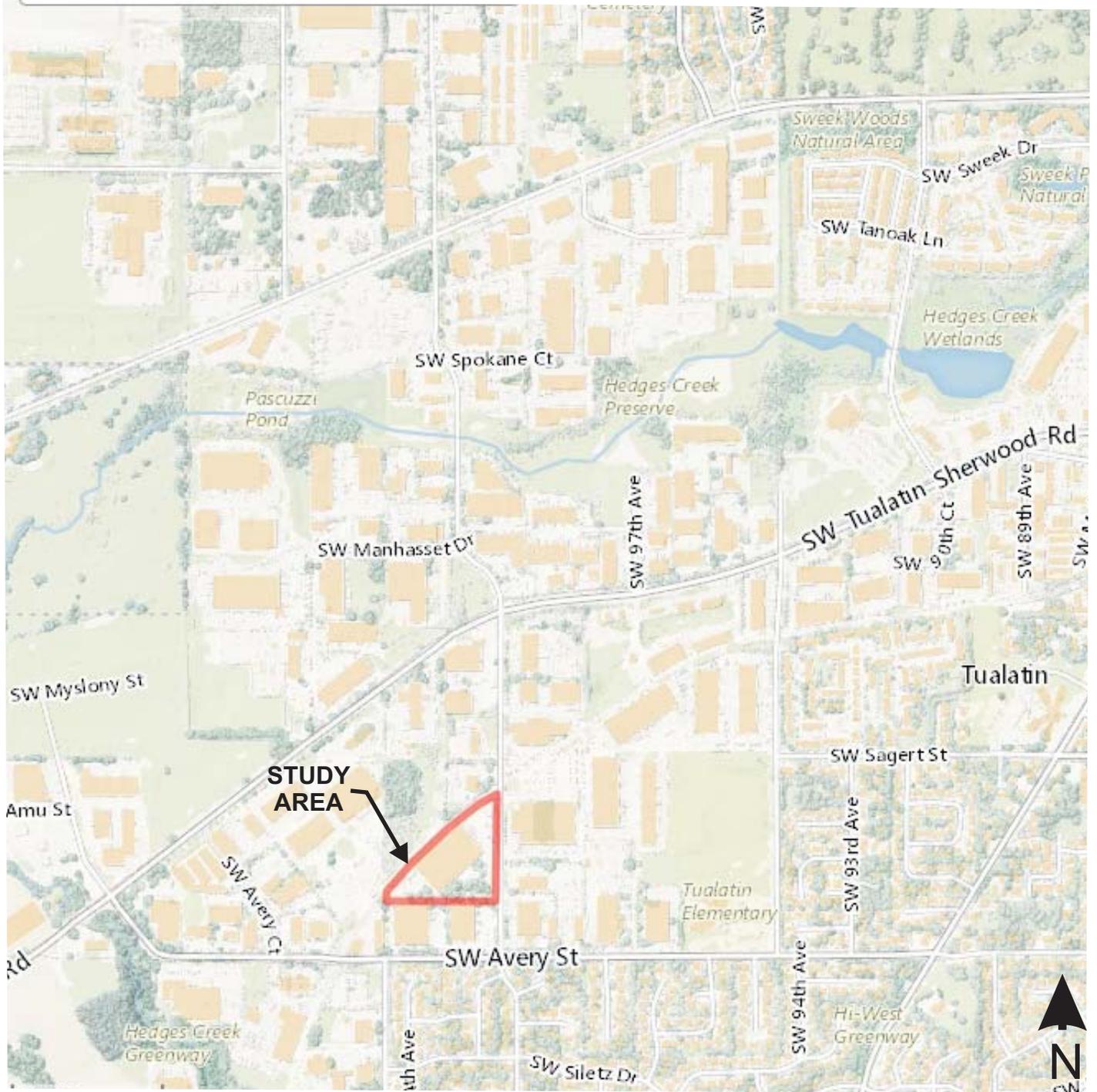
**(3) For on-site private and regional non-residential public facilities, the applicant shall submit a stormwater facility agreement, which will include an operation and maintenance plan provided by the City, for the water quality facility for the City's review and approval. The applicant shall submit an erosion control plan prior to issuance of a Public Works Permit. No construction or disturbing of the site shall occur until the erosion control plan is approved by the City and the required measures are in place and approved by the City.**

#### **FINDINGS:**

The existing site has no stormwater management systems. The proposed development will provide water quality treatment for all new and existing impervious site areas and a portion of the existing building roof area. These systems will also reduce the flow discharged to the public conveyance

system during and after a storm event – thereby decreasing the flowrates in the existing conveyance systems during storm events. The proposed stormwater management systems will meet clean water services requirements and a connection permit will be obtained. The applicant has provided preliminary stormwater calculations to demonstrate the feasibility of constructing storm water quality treatment and detention as indicated in the submitted plans. A stormwater facility agreement, a site specific operations & maintenance agreement, and project specific erosion control plans will be submitted for review by the city.

The applicant has submitted a Service Provider Letter from Clean Water Services indicating that Sensitive Areas do not exist on-site. A CWS Memorandum was received dated January 7, 2016 for development on this site. The applicant will need to submit plans that are sufficient to obtain a Stormwater Connection Permit Authorization Letter that complies with the submitted Service Provider Letter conditions, for review and approval. This criterion is satisfied with conditions of approval PFR-7.



Vicinity Map  
Teton Development  
Tualatin, Oregon

Figure 1

Approx. Scale:  
1in. = 1000 ft.

**MEMORANDUM**

**Date:** January 7, 2016

**To:** Clare Fuchs, Senior Planner, City of Tualatin

**From:** Jackie Sue Humphreys, Clean Water Services (the District)

**Subject:** Harsch Building Remodel and Addition, AR15-0021, 2S126B000106

Please include the following comments when writing your conditions of approval:

**PRIOR TO ANY WORK ON THE SITE**

A Clean Water Services (the District) Storm Water Connection Permit Authorization must be obtained. Application for the District's Permit Authorization must be in accordance with the requirements of the Design and Construction Standards, Resolution and Order No. 07-20, (or current R&O in effect at time of Engineering plan submittal), and is to include:

- a. Detailed plans prepared in accordance with Chapter 2, Section 2.04.2.b-1.
- b. Detailed grading and erosion control plan. An Erosion Control Permit will be required. Area of Disturbance must be clearly identified on submitted construction plans. If site area and any offsite improvements required for this development exceed one-acre of disturbance, project will require a 1200-CN Erosion Control Permit.
- c. Detailed plans showing the development having direct access by gravity to public storm and sanitary sewer.
- d. Provisions for water quality in accordance with the requirements of the above named design standards. Water Quality is required for all new development and redevelopment areas per R&O 07-20, Section 4.05.5, Table 4-1. Access shall be provided for maintenance of facility per R&O 07-20, Section 4.02.4.
- e. If use of an existing offsite or regional Water Quality Facility is proposed, it must be clearly identified on plans, showing its location, condition, capacity to treat this site and, any additional improvements and/or upgrades that may be needed to utilize that facility.

- f. If private lot LIDA systems proposed, must comply with the current CWS Design and Construction Standards. A private maintenance agreement, for the proposed private lot LIDA systems, needs to be provided to the City for review and acceptance.
- g. Show all existing and proposed easements on plans. Any required storm sewer, sanitary sewer, and water quality related easements must be granted to the City.
- h. Application may require additional permitting and plan review from the District's Source Control Program. For any questions or additional information, please contact Source Control at (503) 681-5175.
- i. Any proposed offsite construction activities will require an update or amendment to the current Service Provider Letter for this project.

## CONCLUSION

This Land Use Review does not constitute the District's approval of storm or sanitary sewer compliance to the NPDES permit held by the District. The District, prior to issuance of any connection permits, must approve final construction plans and drainage calculations.



# Tualatin Valley Fire & Rescue

www.tvfr.com

January 8, 2016

Clare Fuchs – Senior Planner  
City of Tualatin  
18880 SW Martinazzi Ave.  
Tualatin, OR 97062

**Re: AR-15-0021- Harsch Remodel with addition  
Tax Lot I.D: 2S1 26 B 106**

Dear Clare,

Thank you for the opportunity to review the proposed site plan surrounding the above named development project. Tualatin Valley Fire & Rescue endorses this proposal predicated on the following criteria and conditions of approval:

## **FIRE APPARATUS ACCESS:**

- FIRE APPARATUS ACCESS ROAD DISTANCE FROM BUILDINGS AND FACILITIES:** Access roads shall be within 150 feet of all portions of the exterior wall of the first story of the building as measured by an approved route around the exterior of the building or facility. An approved turnaround is required if the remaining distance to an approved intersecting roadway, as measured along the fire apparatus access road, is greater than 150 feet. (OFC 503.1.1))
- DEAD END ROADS AND TURNAROUNDS:** Dead end fire apparatus access roads in excess of 150 feet in length shall be provided with an approved turnaround. Diagrams of approved turnarounds are shown below: (OFC 503.2.5 & D103.1)
- ADDITIONAL ACCESS ROADS – COMMERCIAL/INDUSTRIAL HEIGHT:** Buildings exceeding 30 feet in height or three stories in height shall have at least two separate means of fire apparatus access. (D104.1)
- AERIAL FIRE APPARATUS ROADS:** Buildings with a vertical distance between the grade plane and the highest roof surface that exceeds 30 feet in height shall be provided with a fire apparatus access road constructed for use by aerial apparatus with an unobstructed driving surface width of not less than 26 feet. For the purposes of this section, the highest roof surface shall be determined by measurement to the eave of a pitched roof, the intersection of the roof to the exterior wall, or the top of the parapet walls, whichever is greater. Any portion of the building may be used for this measurement, provided that it is accessible to firefighters and is capable of supporting ground ladder placement. (OFC D105.1, D105.2)
- AERIAL APPARATUS OPERATIONS:** At least one of the required aerial access routes shall be located within a minimum of 15 feet and a maximum of 30 feet from the building, and shall be positioned parallel to one entire side of the building. The side of the building on which the aerial access road is positioned shall be approved by the fire code official. Overhead utility and power lines shall not be located over the aerial access road or between the aerial access road and the building. (D105.3, D105.4)
- MULTIPLE ACCESS ROADS SEPARATION:** Where two access roads are required, they shall be placed a distance apart equal to not less than one half of the length of the maximum overall diagonal dimension of the area to be served (as identified by the Fire Code Official), measured in a straight line between accesses. (OFC D104.3) Exception: Buildings

North Operating Center  
20665 SW Blanton Street  
Aloha, Oregon 97078  
503-649-8577

Command & Business Operations Center  
and Central Operating Center  
11945 SW 70<sup>th</sup> Avenue  
Tigard, Oregon 97223-9196  
503-649-8577

South Operating Center  
8445 SW Elligsen Road  
Wilsonville, Oregon  
97070-9641  
503-649-8577

Training Center  
12400 SW Tonquin Road  
Sherwood, Oregon  
97140-9734  
503-259-1600

equipped throughout with an approved automatic fire sprinkler system (the approval of this alternate method of construction shall be accomplished in accordance with the provisions of ORS 455.610(5)).

7. **FIRE APPARATUS ACCESS ROAD WIDTH AND VERTICAL CLEARANCE:** Fire apparatus access roads shall have an unobstructed driving surface width of not less than 20 feet (26 feet adjacent to fire hydrants (OFC D103.1)) and an unobstructed vertical clearance of not less than 13 feet 6 inches. The fire district will approve access roads of 12 feet for up to three dwelling units and accessory buildings. (OFC 503.2.1 & D103.1)
8. **NO PARKING SIGNS:** Where fire apparatus roadways are not of sufficient width to accommodate parked vehicles and 20 feet of unobstructed driving surface, "No Parking" signs shall be installed on one or both sides of the roadway and in turnarounds as needed. Signs shall read "NO PARKING - FIRE LANE" and shall be installed with a clear space above grade level of 7 feet. Signs shall be 12 inches wide by 18 inches high and shall have red letters on a white reflective background. (OFC D103.6)
9. **NO PARKING:** Parking on emergency access roads shall be as follows (OFC D103.6.1-2):
  1. 20-26 feet road width – no parking on either side of roadway
  2. 26-32 feet road width – parking is allowed on one side
  3. Greater than 32 feet road width – parking is not restricted
10. **PAINTED CURBS:** Where required, fire apparatus access roadway curbs shall be painted red (or as approved) and marked "NO PARKING FIRE LANE" at 25 foot intervals. Lettering shall have a stroke of not less than one inch wide by six inches high. Lettering shall be white on red background (or as approved). (OFC 503.3)
11. **FIRE APPARATUS ACCESS ROADS WITH FIRE HYDRANTS:** Where a fire hydrant is located on a fire apparatus access road, the minimum road width shall be 26 feet and shall extend 20 feet before and after the point of the hydrant. (OFC D103.1)
12. **SURFACE AND LOAD CAPACITIES:** Fire apparatus access roads shall be of an all-weather surface that is easily distinguishable from the surrounding area and is capable of supporting not less than 12,500 pounds point load (wheel load) and 75,000 pounds live load (gross vehicle weight). Documentation from a registered engineer that the final construction is in accordance with approved plans or the requirements of the Fire Code may be requested. (OFC 503.2.3)
13. **TURNING RADIUS:** The inside turning radius and outside turning radius shall not be less than 28 feet and 48 feet respectively, measured from the same center point. (OFC 503.2.4 & D103.3)
14. **ACCESS ROAD GRADE:** Fire apparatus access roadway grades shall not exceed 12%. When fire sprinklers\* are installed, a maximum grade of 15% will be allowed.

0-12%	Allowed
13-15%	Special consideration with submission of written Alternate Methods and Materials request. Ex: Automatic fire sprinkler (13-D) system* in lieu of grade.
≥16%	Special consideration on a case by case basis with submission of written Alternate Methods and Materials request Ex: Automatic fire sprinkler (13-D) system* plus additional engineering controls in lieu of grade.**

\*The approval of fire sprinklers as an alternate shall be accomplished in accordance with the provisions of ORS 455.610(5) and OAR 918-480-0100 and installed per section 903.3.1.1, 903.3.1.2, or 903.3.1.3 of the Oregon Fire Code (OFC 503.2.7 & D103.2)

\*\* See Forest Dwelling Access section for exceptions.

15. **ANGLE OF APPROACH/GRADE FOR TURNAROUNDS:** Turnarounds shall be as flat as possible and have a maximum of 5% grade with the exception of crowning for water run-off. (OFC 503.2.7 & D103.2)
16. **ANGLE OF APPROACH/GRADE FOR INTERSECTIONS:** Intersections shall be level (maximum 5%) with the exception of crowning for water run-off. (OFC 503.2.7 & D103.2)

17. **AERIAL APPARATUS OPERATING GRADES:** Portions of aerial apparatus roads that will be used for aerial operations shall be as flat as possible. Front to rear and side to side maximum slope shall not exceed 10%.
18. **GATES:** Gates securing fire apparatus roads shall comply with all of the following (OFC D103.5, and 503.6):
  1. Minimum unobstructed width shall be not less than 20 feet (or the required roadway surface width).
  2. Gates serving three or less single-family dwellings shall be a minimum of 12 feet in width.
  3. Gates shall be set back at minimum of 30 feet from the intersecting roadway or as approved.
  4. Electric gates shall be equipped with a means for operation by fire department personnel
  5. Electric automatic gates shall comply with ASTM F 2200 and UL 325.
19. **ACCESS DURING CONSTRUCTION:** Approved fire apparatus access roadways shall be installed and operational prior to any combustible construction or storage of combustible materials on the site. Temporary address signage shall also be provided during construction. (OFC 3309 and 3310.1)
20. **TRAFFIC CALMING DEVICES:** Shall be prohibited on fire access routes unless approved by the Fire Code Official. (OFC 503.4.1).

## **FIREFIGHTING WATER SUPPLIES:**

21. **MUNICIPAL FIREFIGHTING WATER SUPPLY EXCEPTIONS:** The requirements for firefighting water supplies may be modified as approved by the fire code official where any of the following apply: (OFC 507.5.1 Exceptions)
  1. Buildings are equipped throughout with an approved automatic fire sprinkler system (the approval of this alternate method of construction shall be accomplished in accordance with the provisions of ORS 455.610(5)).
  2. There are not more than three Group R-3 or Group U occupancies.
22. **COMMERCIAL BUILDINGS – REQUIRED FIRE FLOW:** The minimum fire flow and flow duration for buildings other than one- and two-family dwellings shall be determined in accordance with residual pressure (OFC Table B105.2). The required fire flow for a building shall not exceed the available GPM in the water delivery system at 20 psi.  
**Note:** OFC B106, Limiting Fire-Flow is also enforced, except for the following:
  - In areas where the water system is already developed, the maximum needed fire flow shall be either 3,000 GPM or the available flow in the system at 20 psi, whichever is greater.
  - In new developed areas, the maximum needed fire flow shall be 3,000 GPM at 20 psi.
  - Tualatin Valley Fire & Rescue does not adopt Occupancy Hazards Modifiers in section B105.4-B105.4.1
23. **FIRE FLOW WATER AVAILABILITY:** Applicants shall provide documentation of a fire hydrant flow test or flow test modeling of water availability from the local water purveyor if the project includes a new structure or increase in the floor area of an existing structure. Tests shall be conducted from a fire hydrant within 400 feet for commercial projects, or 600 feet for residential development. Flow tests will be accepted if they were performed within 5 years as long as no adverse modifications have been made to the supply system. Water availability information may not be required to be submitted for every project. (OFC Appendix B)
  - When serving a fire sprinkler system, firefighting water supplies that are required to have, or voluntarily designed with, a standpipe, draft port, or hydrant(s) must include the hose stream demand (volume) for inside/outside allowances per NFPA 13.
  - The calculated firefighting water supply will be waived when structures are voluntarily protected by an approved automatic fire sprinkler system when otherwise not required by the Oregon Structural Specialty Code.
    - Voluntarily installed fire protection sprinkler systems will not require a drafting port. The system's demand will solely delineate the volume of water required per NFPA 13.
24. **WATER SUPPLY DURING CONSTRUCTION:** Approved firefighting water supplies shall be installed and operational prior to any combustible construction or storage of combustible materials on the site. (OFC 3312.1)

## **FIRE HYDRANTS:**

25. **FIRE HYDRANTS – COMMERCIAL BUILDINGS:** Where a portion of the building is more than 400 feet from a hydrant on a fire apparatus access road, as measured in an approved route around the exterior of the building, on-site fire hydrants and mains shall be provided. (OFC 507.5.1)
- This distance may be increased to 600 feet for buildings equipped throughout with an approved automatic sprinkler system.
  - The number and distribution of fire hydrants required for commercial structure(s) is based on Table C105.1, following any fire-flow reductions allowed by section B105.3.1. Additional fire hydrants may be required due to spacing and/or section 507.5 of the Oregon Fire Code.
26. **FIRE HYDRANT NUMBER AND DISTRIBUTION:** The minimum number and distribution of fire hydrants available to a building shall not be less than that listed in Table C 105.1. (OFC Appendix C)
27. **FIRE HYDRANT(S) PLACEMENT:** (OFC C104)
- Existing hydrants in the area may be used to meet the required number of hydrants as approved. Hydrants that are up to 600 feet away from the nearest point of a subject building that is protected with fire sprinklers may contribute to the required number of hydrants. (OFC 507.5.1)
  - Hydrants that are separated from the subject building by railroad tracks shall not contribute to the required number of hydrants unless approved by the fire code official.
  - Hydrants that are separated from the subject building by divided highways or freeways shall not contribute to the required number of hydrants. Heavily traveled collector streets may be considered when approved by the fire code official.
  - Hydrants that are accessible only by a bridge shall be acceptable to contribute to the required number of hydrants only if approved by the fire code official.
28. **PRIVATE FIRE HYDRANT IDENTIFICATION:** Private fire hydrants shall be painted red in color. Exception: Private fire hydrants within the City of Tualatin shall be yellow in color. (OFC 507)
29. **FIRE HYDRANT DISTANCE FROM AN ACCESS ROAD:** Fire hydrants shall be located not more than 15 feet from an approved fire apparatus access roadway unless approved by the fire code official. (OFC C102.1)
30. **REFLECTIVE HYDRANT MARKERS:** Fire hydrant locations shall be identified by the installation of blue reflective markers. They shall be located adjacent and to the side of the center line of the access roadway that the fire hydrant is located on. In the case that there is no center line, then assume a center line and place the reflectors accordingly. (OFC 507)
31. **PHYSICAL PROTECTION:** Where fire hydrants are subject to impact by a motor vehicle, guard posts, bollards or other approved means of protection shall be provided. (OFC 507.5.6 & OFC 312)
32. **CLEAR SPACE AROUND FIRE HYDRANTS:** A 3 foot clear space shall be provided around the circumference of fire hydrants. (OFC 507.5.5)
33. **FIRE DEPARTMENT CONNECTION (FDC) LOCATIONS:** FDCs shall be located within 100 feet of a fire hydrant (or as approved). Hydrants and FDC's shall be located on the same side of the fire apparatus access roadway or drive aisle, fully visible, and recognizable from the street or nearest point of the fire department vehicle access or as otherwise approved. (OFC 912.2.1 & NFPA 13)
- Fire department connections (FDCs) shall normally be located remotely and outside of the fall-line of the building when required. FDCs may be mounted on the building they serve, when approved.
  - FDCs shall be plumbed on the system side of the check valve when sprinklers are served by underground lines also serving private fire hydrants.

## BUILDING ACCESS AND FIRE SERVICE FEATURES

34. **EMERGENCY RESPONDER RADIO COVERAGE:** In new buildings where the design reduces the level of radio coverage for public safety communications systems below minimum performance levels, a distributed antenna system, signal booster, or other method approved by TVF&R and Washington County Consolidated Communications Agency shall be provided. (OSSC 915.1; OFC 510.1)
- a. Emergency responder radio system testing and/or system installation is required for this building. Please contact me (using my contact info below) for further information including an alternate means of compliance that is available. If the alternate method is preferred, it must be requested from TVF&R prior to issuance of building permit.
35. **KNOX BOX:** A Knox Box for building access may be required for structures and gates. See Appendix C for further information and detail on required installations. Order via [www.tvfr.com](http://www.tvfr.com) or contact TVF&R for assistance and instructions regarding installation and placement. (OFC 506.1)
36. **UTILITY IDENTIFICATION:** Rooms containing controls to fire suppression and detection equipment shall be identified as "Fire Control Room." Signage shall have letters with a minimum of 4 inches high with a minimum stroke width of 1/2 inch, and be plainly legible, and contrast with its background. (OFC 509.1)

If you have questions or need further clarification, please feel free to contact me at (503) 649-8577.

Sincerely,



Ty Darby  
Deputy Fire Marshal

(503)259-1409

Cc: file