



CITY OF MILWAUKIE
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 building@milwaukieoregon.gov
 engineering@milwaukieoregon.gov

Preapplication Conference Report

Project ID: 20-005PA

This report is provided as a follow-up to the meeting that was held on 6/25/2020 at 10 AM

The Milwaukie Municipal Code is available here: www.qcode.us/codes/milwaukie/

APPLICANT AND PROJECT INFORMATION

Applicant:	Drew Dippel	Applicant Role: Architect
Applicant Address:	2525 E Burnside St. Portland, OR	
Company:	Scott Edwards Architecture	
Project Name:	Eton Ln Partition	
Project Address:	1504 SE Eton Ln	Zone: R-10
Project Description:	Legalize an existing lot created by deed through a land use partition	
Current Use:	Vacant lot	
Applicants Present:	Drew Dippel, Brian Mares	
Staff Present:	Mary Heberling, Steve Adams	

PLANNING COMMENTS

Zoning Compliance (MMC Title 19)

<input checked="" type="checkbox"/>	Use Standards (e.g., residential, commercial, accessory)	New lot must meet the use standards of the R-10 zone in MMC Table 19.301.2.
<input checked="" type="checkbox"/>	Dimensional Standards	Lot must comply with the R-10 dimensional standards of MMC Table 19.301.4 This lot cannot meet the street frontage requirement in Table 19.301.4, see Variance under 19.900 section for more info.

Land Use Review Process		
<input checked="" type="checkbox"/>	Applications Needed	1) Variance, 2) Minor Land Partition, 3) Final Plat (submitted <u>after</u> approval of the MLP)
<input checked="" type="checkbox"/>	Fees	V: \$2,000, MLP: \$1,000, FP: \$200 For multiple applications, the most expensive fee is collected in full, with a 25-percent discount for each additional application.
<input checked="" type="checkbox"/>	Review Type: Type II Type III Type I	V: Type III, MLP: Type II, FP: Type I Land Use Application: https://www.milwaukieoregon.gov/sites/default/files/fileattachments/planning/page/42771/landuse_fillable_application.pdf Submittal requirements for: Variance: https://www.milwaukieoregon.gov/sites/default/files/fileattachments/planning/page/39251/submittal_rqmts_form.pdf Preliminary plats for MLP: https://www.milwaukieoregon.gov/sites/default/files/fileattachments/planning/page/38211/preliminaryplatchecklist_form0.pdf Final plats: https://www.milwaukieoregon.gov/sites/default/files/fileattachments/planning/page/38211/finalplat-checklist_form.pdf
Overlay Zones (MMC 19.400)		
<input type="checkbox"/>	Willamette Greenway	
<input type="checkbox"/>	Natural Resources	
<input type="checkbox"/>	Historic Preservation	
<input type="checkbox"/>	Flex Space Overlay	
Site Improvements/Site Context		
<input type="checkbox"/>	Landscaping Requirements	
<input type="checkbox"/>	Onsite Pedestrian/Bike Improvements (MMC 19.504, 19.606, and 19.609)	
<input type="checkbox"/>	Connectivity to surrounding properties	
<input type="checkbox"/>	Circulation	

<input type="checkbox"/>	Building Design Standards (MMC 19.505)	
<input type="checkbox"/>	Downtown Design Standards (MMC 19.508)	
Parking Standards (MMC 19.600)		
<input type="checkbox"/>	Residential Off-Street Parking Requirements	
<input type="checkbox"/>	Multi-Family/Commercial Parking Requirements	
Approval Criteria (MMC 19.900)		
<input type="checkbox"/>	Community Service Use (CSU) (MMC 19.904)	
<input type="checkbox"/>	Conditional Use (MMC 19.905)	
<input type="checkbox"/>	Development Review (MMC 19.906)	
<input checked="" type="checkbox"/>	Variance (MMC 19.911)	Variance needed for street frontage requirement in MMC Table 19.301.4. This would be a Type III variance. Approval criteria for a Type III variance is listed in 19.911.4.B. Type III applications require a decision by Planning Commission and is a public hearing. Public notice is provided to all properties within 300 ft.
Land Division (MMC Title 17)		
<input checked="" type="checkbox"/>	Design Standards	MMC 17.28.040 lists out general lot design standards that must be met MMC 17.28.030 lists out requirements for easements for public utilities
<input checked="" type="checkbox"/>	Preliminary Plat Requirements	MMC 17.20 lists out the requirements for submittal of a preliminary plat with the MLP land use review
<input checked="" type="checkbox"/>	Final Plat Requirements (See Engineering Section of this Report)	MMC 17.24 lists out the requirements for submittal of a final plat <u>after</u> approval of the MLP land use application.
Sign Code Compliance (MMC Title 14)		
<input type="checkbox"/>	Sign Requirements	
Noise (MMC Title 16)		
<input type="checkbox"/>	Noise Mitigation (MMC 16.24)	

Neighborhood District Associations

<input checked="" type="checkbox"/>	Historic Milwaukie	<p>https://www.milwaukieoregon.gov/citymanager/historic-milwaukie-nda</p> <p>Prior to submitting the application, the applicant is encouraged (but not required) to present the project at a regular meeting of the relevant Neighborhood District Association (NDA), in this case the Historic Milwaukie NDA.</p> <p><u>Historic Milwaukie NDA Chair</u> Ray Bryan historicmilwaukienda@gmail.com</p>
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Other Permits/Registration

<input type="checkbox"/>	Business Registration	
<input type="checkbox"/>	Home Occupation Compliance (MMC 19.507)	

Additional Planning Notes

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ENGINEERING & PUBLIC WORKS COMMENTS

Public Facility Improvements (MMC 19.700)

<input checked="" type="checkbox"/>	Applicability (MMC 19.702)	Chapter 19.700 of the Milwaukie Municipal Code (MMC) applies to partitions, subdivisions, new construction and modification and or expansions of existing structures or uses that produce a projected increase in vehicle trips.
<input type="checkbox"/>	Transportation Facilities Review (MMC 19.703)	
<input type="checkbox"/>	Transportation Impact Study (MMC 19.704)	
<input type="checkbox"/>	Agency Notification (MMC 19.707)	
<input checked="" type="checkbox"/>	Transportation Requirements (MMC 19.708)	<p>This Transportation Facility Requirements, Code Section 19.708, states that all rights-of-way, streets, sidewalks, necessary public improvements, and other public transportation facilities located in the public right-of-way and abutting the development site shall be adequate at the time of development or shall be made adequate in a timely manner. This property does not front on public right-of-way, so no frontage improvements are required.</p> <p>Milwaukie Municipal Code Section 19.708.1.D.4 requires the proposed development has frontage onto or approved access to a public street. Documents (access easement(s)) must be provided showing how legal access from the property to SE 17th Ave. is obtained. This could include the applicant obtaining prescriptive easement(s) across adjacent lots and recording them with Clackamas County.</p>
<input type="checkbox"/>	Utility Requirements (MMC 19.709)	

Flood Hazard Area (MMC 18)

<input type="checkbox"/>	Development Permit (MMC 18.04.100)	
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<input type="checkbox"/>	General Standards (MMC 18.04.150)	
<input type="checkbox"/>	Specific Standards (MMC 18.04.160)	
<input type="checkbox"/>	Floodways (MMC 18.04.170)	
Environmental Protection (MMC 16)		
<input type="checkbox"/>	Weak Foundation Soils (MMC 16.16)	
<input type="checkbox"/>	Erosion Control (MMC 16.28)	
<input type="checkbox"/>	Tree Cutting (MMC 16.32)	
Public Services (MMC 13)		
<input type="checkbox"/>	Water System (MMC 13.04)	
<input checked="" type="checkbox"/>	Sewer System (MMC 13.12)	Applicant will need to provide access through an easement to City of Milwaukie Public Works Department to the sewer line on the site.
<input type="checkbox"/>	Stormwater Management (MMC 13.14)	
<input type="checkbox"/>	System Development Charge (MMC 13.28.040)	
<input type="checkbox"/>	Fee in Lieu of Construction (MMC 13.32)	
Public Places (MMC 12)		
<input type="checkbox"/>	Right of Way Permit (MMC 12.08.020)	
<input type="checkbox"/>	Access Requirements (MMC 12.16.040)	
<input type="checkbox"/>	Clear Vision (MMC 12.24)	
Additional Engineering & Public Works Notes		

BUILDING COMMENTS

All drawings must be submitted electronically through www.buildingpermits.oregon.gov

New buildings or remodels shall meet all the provisions of the current applicable Oregon Building Codes. All State adopted building codes can be found online at: <https://www.oregon.gov/bcd/codes-stand/Pages/adopted-codes.aspx>.

All building permit applications are electronic and can be applied for online with a valid CCB license number or engineer/architect license at www.buildingpermits.oregon.gov. Each permit type and subpermit type are separate permits and will need to be applied for individually. Plans need to be uploaded to their specific permits in PDF format as a total plan set (not individual pages) if size allows.

Note: Plumbing and electrical plan reviews (when required) are done off site so two (2) paper copies will be required for those reviews only. Paper copies should be delivered to our office for processing.

Site utilities require a separate plumbing permit. This permit will require plumbing plan review so two (2) paper copies will be required for this review. Paper copies should be delivered to the Building Division office for processing. The grading plan submitted to the Engineering Department does not cover this review.

If you have any building related questions, please email us at building@milwaukieoregon.gov.

Additional Building Notes

e.g. sprinklers, accessibility, alarms, bathrooms, exits, elevator

OTHER FEES

<input type="checkbox"/>	Construction Excise Tax Affordable Housing CET – Applies to any project with a construction value of over 100,000.	Calculation: Valuation *12% (.12)
<input type="checkbox"/>	Metro Excise Tax Metro – Applies to any project with a construction value of over \$100,000.	Calculation: Valuation *.12% (.0012)
<input type="checkbox"/>	School Excise Tax School CET – Applies to any new square footage.	Calculation: Commercial = \$0.67 a square foot, Residential = \$1.35 a square foot (not including garages)

FIRE DISTRICT COMMENTS

Fire District comments will be emailed separately.

COORDINATION WITH OTHER AGENCIES

Applicant must communicate directly with outside agencies. These may include the following:

- Metro
- Trimet
- North Clackamas School District
- North Clackamas Parks and Recreation District (NCPRD)
- Oregon Parks and Recreation
- ODOT/ODOT Rail
- Department of State Lands
- Oregon Marine Board

- Oregon Department of Fish and Wildlife (ODOT)
- State Historic Preservation Office
- Clackamas County Transportation and Development

MISCELLANEOUS

State or County Approvals Needed

<input type="checkbox"/>	Boiler Approval (State)	
<input type="checkbox"/>	Elevator Approval (State)	
<input type="checkbox"/>	Health Department Approval (County)	

Arts Tax

<input type="checkbox"/>	Neighborhood Office Permit	
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Other Right-of-Way Permits

<input type="checkbox"/>	Major:	
<input type="checkbox"/>	Minor:	
<input type="checkbox"/>	Painted Intersection Program Permits:	
<input type="checkbox"/>	artMOB Application	
<input type="checkbox"/>	Traffic Control Plan (Engineering)	
<input type="checkbox"/>	Parklet:	
<input type="checkbox"/>	Parklet Application/ Planning Approval	
<input type="checkbox"/>	Engineering Approval	
<input type="checkbox"/>	Building Approval	
<input type="checkbox"/>	Sidewalk Café:	
<input type="checkbox"/>	Tree Removal Permit:	

Infrastructure/Utilities

Applicant must communicate directly with utility providers. These may include the following:

- PGE
- NW Natural
- Clackamas River Water (CRW)
- Telecomm (Comcast, Century Link)
- Water Environmental Services (WES)
- Garbage Collection (Waste Management, Hoodview Disposal and Recycling)

Economic Development/Incentives

Enterprise Zone:

Vertical Housing Tax Credit:

New Market Tax Credits:

Housing Resources:

PLEASE SEE NOTE AND CONTACT INFORMATION ON THE FOLLOWING PAGE

This is only preliminary preapplication conference information based on the applicant's proposal, and does not cover all possible development scenarios. Other requirements may be added after an applicant submits land use applications or building permits. City policies and code requirements are subject to change. If a note in this report contradicts the Milwaukie Municipal Code, the MMC supersedes the note. If you have any questions, please contact the City staff that attended the conference (listed on Page 1). Contact numbers for these staff are City staff listed at the end of the report.

Sincerely,

City of Milwaukie Development Review Team

BUILDING DEPARTMENT

Samantha Vandagriff	Building Official	503-786-7611
Harmony Drake	Permit Specialist	503-786-7623
Stephanie Marcinkiewicz	Inspector/Plans Examiner	503-786-7636

ENGINEERING DEPARTMENT

Steve Adams	City Engineer	503-786-7605
Dalton Vodden	Associate Engineer	503-786-7617

PLANNING DEPARTMENT

Dennis Egnor	Planning Director	503-786-7654
Vera Koliass	Senior Planner	503-786-7653
Brett Kolver	Associate Planner	503-786-7657
Mary Heberling	Assistant Planner	503-786-7658

COMMUNITY DEVELOPMENT DEPARTMENT

Leila Aman	Community Development Director	503-786-7616
Alison Wicks	Development Programs Manager	503-786-7661
Alicia Martin	Administrative Specialist II	503-786-7600
Tempest Blanchard	Administrative Specialist II	503-786-7600
Dan Harris	Administrative Specialist II	503-786-7600

CLACKAMAS FIRE DISTRICT

Mike Boumann	Lieutenant Deputy Fire Marshal	503-742-2673
Matt Amos	Fire Inspector	503-742-2660