



MILWAUKIE PLANNING
 6101 SE Johnson Creek Blvd
 Milwaukie OR 97206
 503.786.7600
 planning@milwaukieoregon.gov

Preapplication Request Form

File #: 21-002PA

Meeting Date: ___/___/___ Time: _____ Location: 6101 SE Johnson Creek Blvd Today's Date: 3 / 15 / 21

Applicants and representatives are expected to present a detailed explanation of their proposal at the conference.

The purpose of the preapplication conference is to acquaint the applicant or applicant's representative with the requirements of the municipal code in preparation for submission of a land use application, including relevant approval criteria, development standards, and procedures. The preapplication conference is not an exhaustive review of all potential issues or requirements. Furthermore, the information provided by the City is not binding, and it does not preclude the City from raising new issues or identifying additional requirements during the land use review process. *(MMC 19.1002 Preapplication Conference)*

Although the primary purpose is as stated above, preapplication conferences may also be used as part of a due diligence process to obtain a higher degree of certainty about a property development. An applicant is not required to be the property owner to request a preapplication conference.

SITE INFORMATION:

Site Address: 11745 SE Wood Avenue Map & Tax Lot(s): 12E31DB05600 Zone: R-7

PROPOSAL (brief description):

4-lot subdivision, existing house to remain

2 layout options provided

APPLICANT:

Project Contact Name: Danelle Isenhart Company: Isenhart Consulting, LLC

Mailing Address: P.O. Box 2364, Beaverton, OR Zip: 97075

Phone(s): 503-880-4979 Email: danelle@isenhartconsulting.com

of Expected Attendees: 4 Owner Architect Contractor
 Representative Engineer Other: _____

REQUESTED MEETING TYPE:

- Preapplication Meeting—1st meeting free; 2nd meeting \$50; Subsequent meetings \$100/mtg.**
 - Optional meeting with 2 City staff. No meeting notes are provided by staff.
 - Staff will coordinate meeting date and time once Submittal Information (listed on reverse) is received.
- Preapplication Conference—\$200**
 - Optional or required meeting with 3 or more staff. Meeting notes are provided by staff 2 weeks after the conference.
 - City staff from the Planning, Building, Engineering, and Public Works departments usually attend. Other public agencies (such as the Fire District) may attend as necessary.
 - Appointment times are Thursdays from 10:00 a.m.–11:00 a.m.
 - Appointments are scheduled on a first-come, first-served basis. Preapplication Requests must be submitted during counter hours, and by 12:30 p.m. every Thursday for the first appointment available.
 - Appointments must be made no less than **three weeks** before the desired meeting date for **Major projects** (e.g. commercial, industrial, multi-family, subdivisions) and no less than **two weeks** in advance of the desired meeting date for **Minor projects*** (e.g. single family, ADUs, partitions).
- Transportation Impact Study Review—\$100**
 - Mandatory second meeting if the project requires a Transportation Impact Study (TIS).
 - To be scheduled after completion of a TIS by the applicant's engineer.

IMPORTANT INFORMATION ON REVERSE SIDE

PREAPPLICATION REQUEST CHECKLIST:

Once submitted, application materials and applicant information become public record as well as constitute permission for staff to access the site in preparation for the meeting/conference.

Preapplication Meeting: Please submit 3 hard copies of the required information.

Minimum Requirements:

- Completed Request Form and accompanying fee (if any)
- Preliminary site plan and building plans, showing existing and proposed features. (Plans do not need to be professionally prepared, just accurate and reliable.)
- A detailed narrative description of the proposal that clearly identifies the location, existing and proposed uses, and any proposed construction.
- A list of all questions or issues the applicant would like the City to address.

Preapplication Conference: Please submit 8 hard copies and 1 electronic copy of the required information. Please refer to the [Development Project Checklist](#) for a list of items that may be applicable to your project.

Minimum Requirements

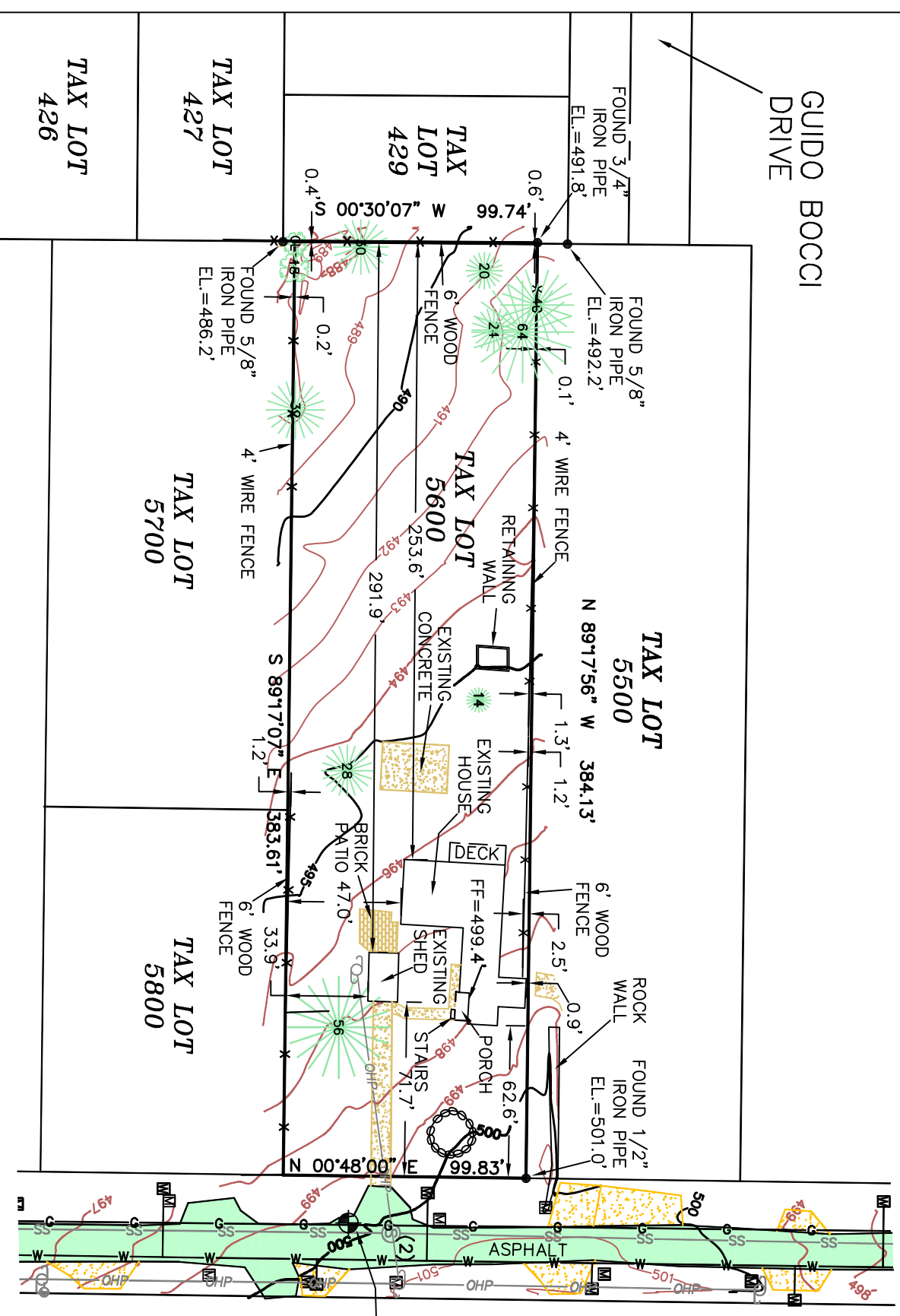
- Completed Request Form and accompanying fee.
- Narrative: A detailed description of your proposal and any specific questions you have. Include a brief description of the physical context of the site, including a map showing the site and surrounding properties.
- A list of all questions or issues the applicant would like the City to address.
- Proposed elevations
- Site/Plot Plan (8½ x 11 or 11 x 17) that includes (if applicable)
 - Parcel and building setback dimensions
 - Existing and proposed structures
 - Location and dimension of existing and proposed easements, access, and driveways
 - Location of existing and proposed utilities: storm, sanitary sewers, and water (including size of service and street location)
 - Width of adjacent right-of-way
 - Existing streets abutting the property
 - Vehicle and bicycle parking layout (including calculation of required number of spaces, based on use and square footage of building)
 - Slope map (if slope is 25% or more)
 - Significant tree locations (all trees with a caliper over 6 inches)
 - Proposed stormwater detention system with topographic contours
 - Location of onsite and adjacent natural resources
 - Circulation system for vehicles, pedestrians, and bicycles

For Office Use Only:

***Project Type:** Minor Developments (e.g. single family, ADUs, partitions): 2 weeks required for review
 Major Developments (e.g. commercial, industrial, multi-family, subdivisions): 3 weeks required for review

Routing: File Planning (2) Engineering (2) Building
 Development Manager Public Works Fire CD Director (development)

gr



LEGEND

- EXISTING BUSH/SHRUB
- EXISTING DECIDUOUS TREE W/ TRUNK DIAMETER (INCHES)(CL=CLUSTER)
- EXISTING CONIFEROUS TREE W/ TRUNK DIAMETER (INCHES)(CL=CLUSTER)
- EXISTING GUY ANCHOR
- EXISTING LIGHT POLE
- EXISTING OVERHEAD POWER LINES
- EXISTING FIRE HYDRANT
- EXISTING WATER METER
- EXISTING WATER VALVE
- EXISTING UNDERGROUND WATER
- EXISTING UNDERGROUND GAS LINE
- EXISTING SANITARY MANHOLE
- EXISTING SANITARY SEWER LINE
- EXISTING MAILBOX
- EXISTING FENCE
- EXISTING ROCK WALL
- FOUND MONUMENTS
- LOCAL BENCHMARK ESTABLISHED
- EXISTING GRAVEL
- EXISTING CONCRETE
- EXISTING ASPHALT
- EXISTING BRICK PATIO



NOTES

1. THE PURPOSE OF THIS MAP WAS TO SHOW THE EXISTING CONDITIONS FOR 11745 SE WOOD AVENUE.
2. THE BASIS OF BEARINGS WAS PER DEED DOCUMENT NO. 0097-02544, CLACKAMAS COUNTY RECORDS.
3. LOCAL DATUM WAS ESTABLISHED BY ASSUMING AN ELEVATION OF 500.00' ON LOCAL CONTROL.
4. THIS MAP WAS PREPARED FOR THE EXCLUSIVE USE OF ROBERT AND LORI CONOVER.
5. THIS MAP WAS PREPARED BY PLAT RECORDS, CALCULATED DATA, AND FIELD MEASUREMENTS, A RECORDED BOUNDARY SURVEY WILL BE FILED AT A LATER DATE.
6. ALL UTILITY LOCATIONS ARE SHOWN BY ABOVE GROUND FEATURES AND LOCATION OF PAINT MARKS SUPPLIED BY THE LOCAL UTILITY COMPANIES. CMT TAKES NO RESPONSIBILITY OF UNDERGROUND LOCATION. PLEASE NOTIFY THE UTILITY NOTIFICATION CENTER BEFORE ANY DIGGING 1-800-332-2344.

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
SEPTEMBER 11, 2018
DAVID ROEGER
86811

EXPIRES DECEMBER 31, 2022

EXISTING CONDITIONS

SE 1/4 SEC 31, T1S, R2E, W.M.

CITY OF MILWAUKIE

CLACKAMAS COUNTY, OREGON

MARCH 8, 2021

DRAWN: JMR CHECKED: DMR

SCALE 1"=60' ACCOUNT #500-1048

Y:\500-1048\DWG\5001048BASE

11745 SE WOOD AVE

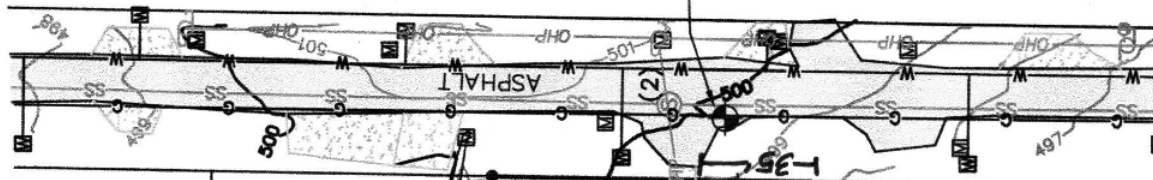
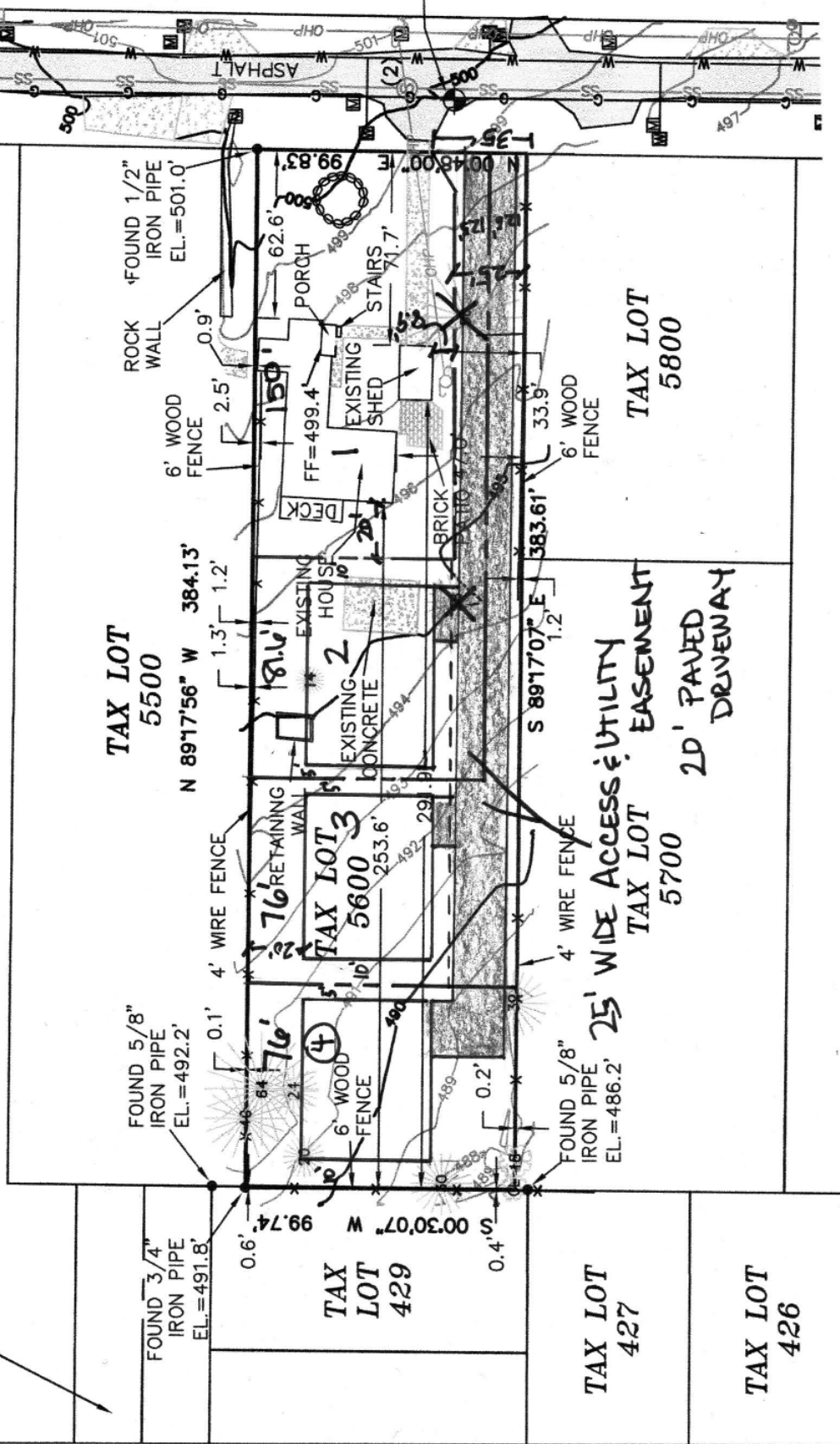


CMT SURVEYING AND CONSULTING

20330 SE HIGHWAY 212
DAMASCUS, OR 97089
PHONE (503) 850-4672 FAX (503) 850-4590

	LOT 1	LOT 2	LOT 3	LOT 4
Area	11,224 SF	7,126 SF	7,583 SF	7,580 SF
Lot width	74.83'	81.6'	76'	76'
Lot depth	150'	87.33'	99.78'	99.74'

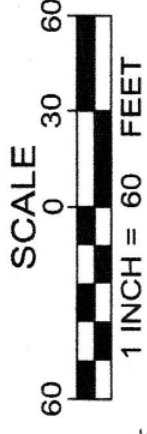
GUIDO BOCCI DRIVE



LEGEND

- EXISTING BUSH/SHRUB
- ## EXISTING DECIDUOUS TREE W/ TRUNK DIAMETER (INCHES)(CL=CLUSTER)
- ## EXISTING CONIFEROUS TREE W/ TRUNK DIAMETER (INCHES)(CL=CLUSTER)
- EXISTING GUY ANCHOR
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- OHP EXISTING OVERHEAD POWER LINES
- ⊗ EXISTING FIRE HYDRANT
- ⊗ EXISTING WATER METER
- ⊗ EXISTING WATER VALVE
- W EXISTING UNDERGROUND WATER
- G EXISTING UNDERGROUND GAS LINE
- ⊗ EXISTING SANITARY MANHOLE
- SS EXISTING SANITARY SEWER LINE
- ⊗ EXISTING MAILBOX
- X EXISTING FENCE
- EXISTING ROCK WALL
- FOUND MONUMENTS
- ⊗ LOCAL BENCHMARK ESTABLISHED
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SCALE 1" = 60'



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SEPTEMBER 11, 2018
DAVID ROEGER
86811

EXPIRES DECEMBER 31, 2022

4-LOT SUBDIVISION - OPTION A

EXISTING CONDITIONS	11745 SE WOOD AVE
SE 1/4 SEC 31, T1S, R2E, W.M.	
CITY OF MILWAUKIE	
CLACKAMAS COUNTY, OREGON	
MARCH 8, 2021	
DRAWN: JMR	CHECKED: DMR
SCALE 1"=60' ACCOUNT #500-1048	
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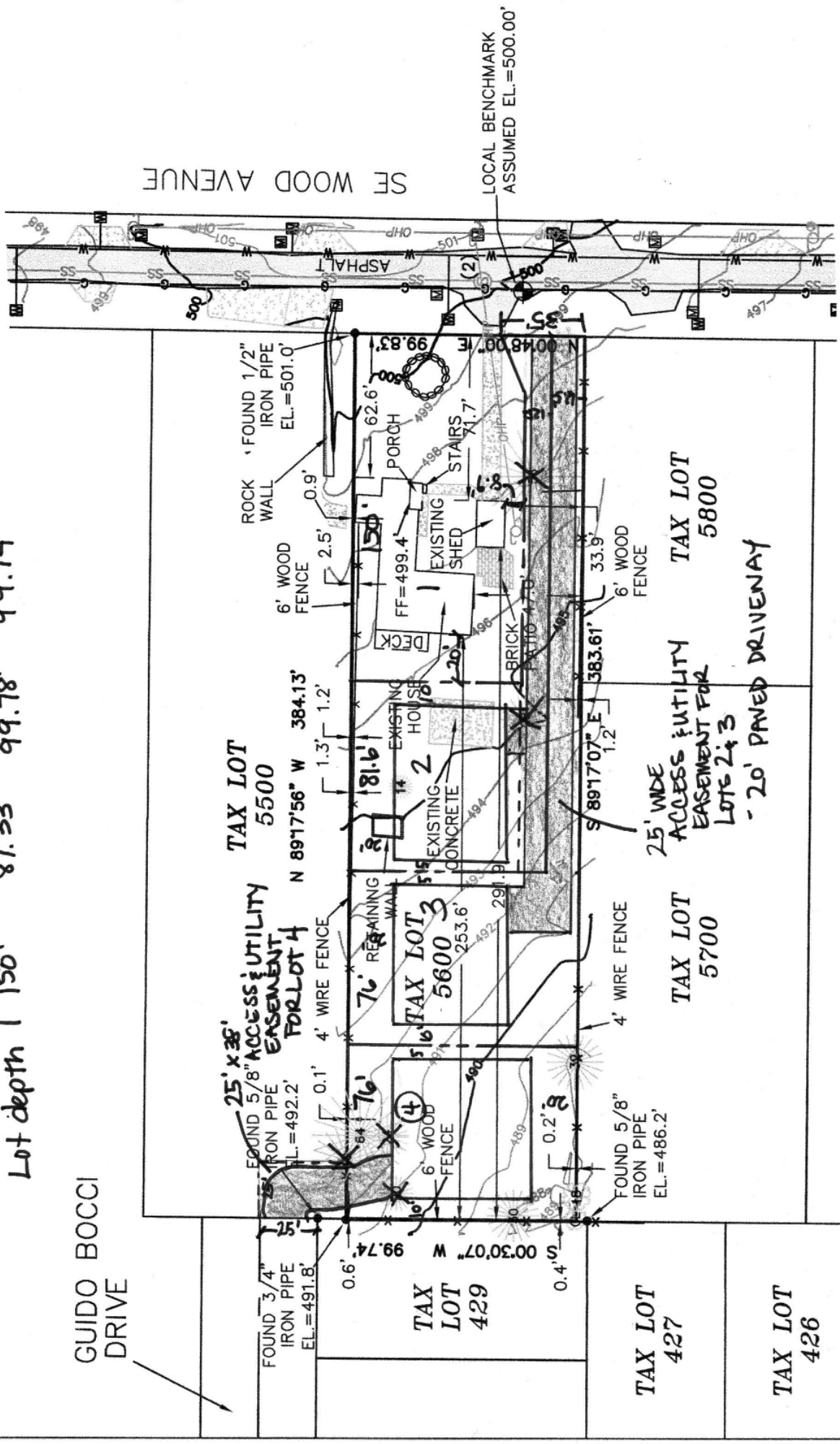


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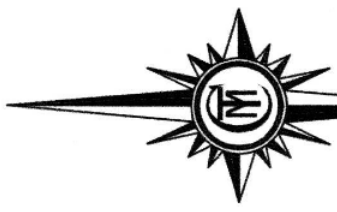
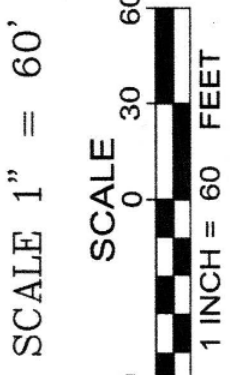
Area	Lot 1	Lot 2	Lot 3	Lot 4
Area	11,224SF	7,126SF	7,583SF	7,580SF
Lot width	74.83'	81.6'	76'	76'
Lot depth	150'	87.33'	99.78'	99.74'

GUIDO BOCCI DRIVE



LEGEND

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REGISTERED PROFESSIONAL LAND SURVEYOR

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SEPTEMBER 11, 2018
DAVID ROEGER
86811

EXPIRES DECEMBER 31, 2022

4-LOT SUBDIVISION - OPTION B

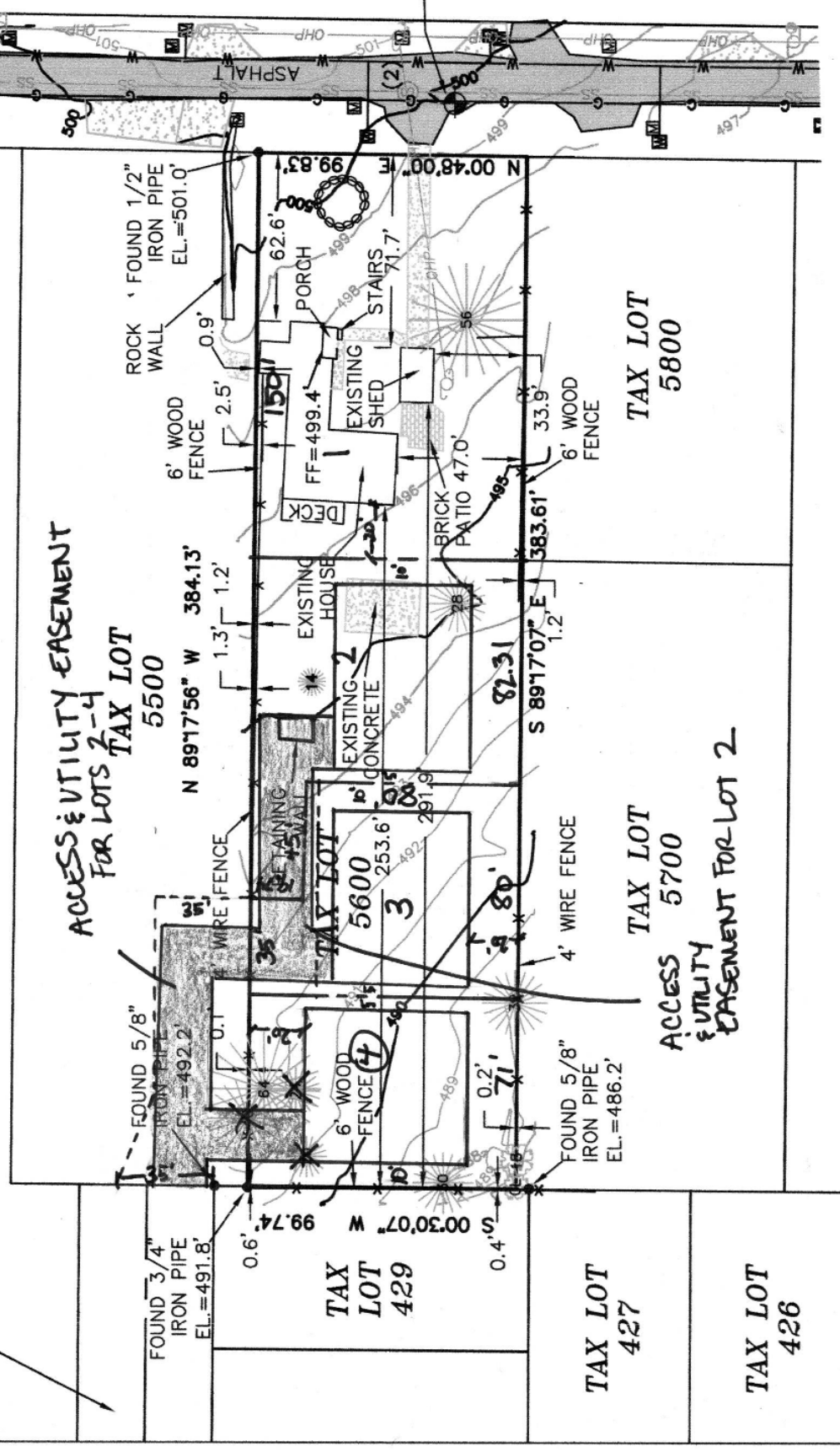
EXISTING CONDITIONS	11745 SE WOOD AVE
SE 1/4 SEC 31, T1S, R2E, W.M.	
CITY OF MILWAUKIE	
CLACKAMAS COUNTY, OREGON	
MARCH 8, 2021	
DRAWN: JMR CHECKED: DMR	
SCALE 1"=60' ACCOUNT #500-1048	
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20330 SE HIGHWAY 212
DAMASCUS, OR 97089
PHONE (503) 850-4672 FAX (503) 850-4590

Area	Lot 1	Lot 2	Lot 3	Lot 4
Area	14,974SF	8,214SF	7,090SF	7,081SF
Lot width	99.83'	82.31'	80'	71'
Lot depth	150'	99.8'	80'	99.74'

GUIDO BOCCI DRIVE



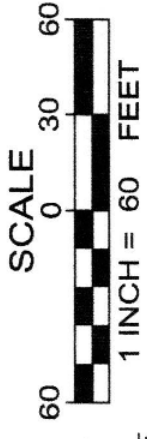
SE WOOD AVENUE

LOCAL BENCHMARK ASSUMED EL.=500.00'

LEGEND

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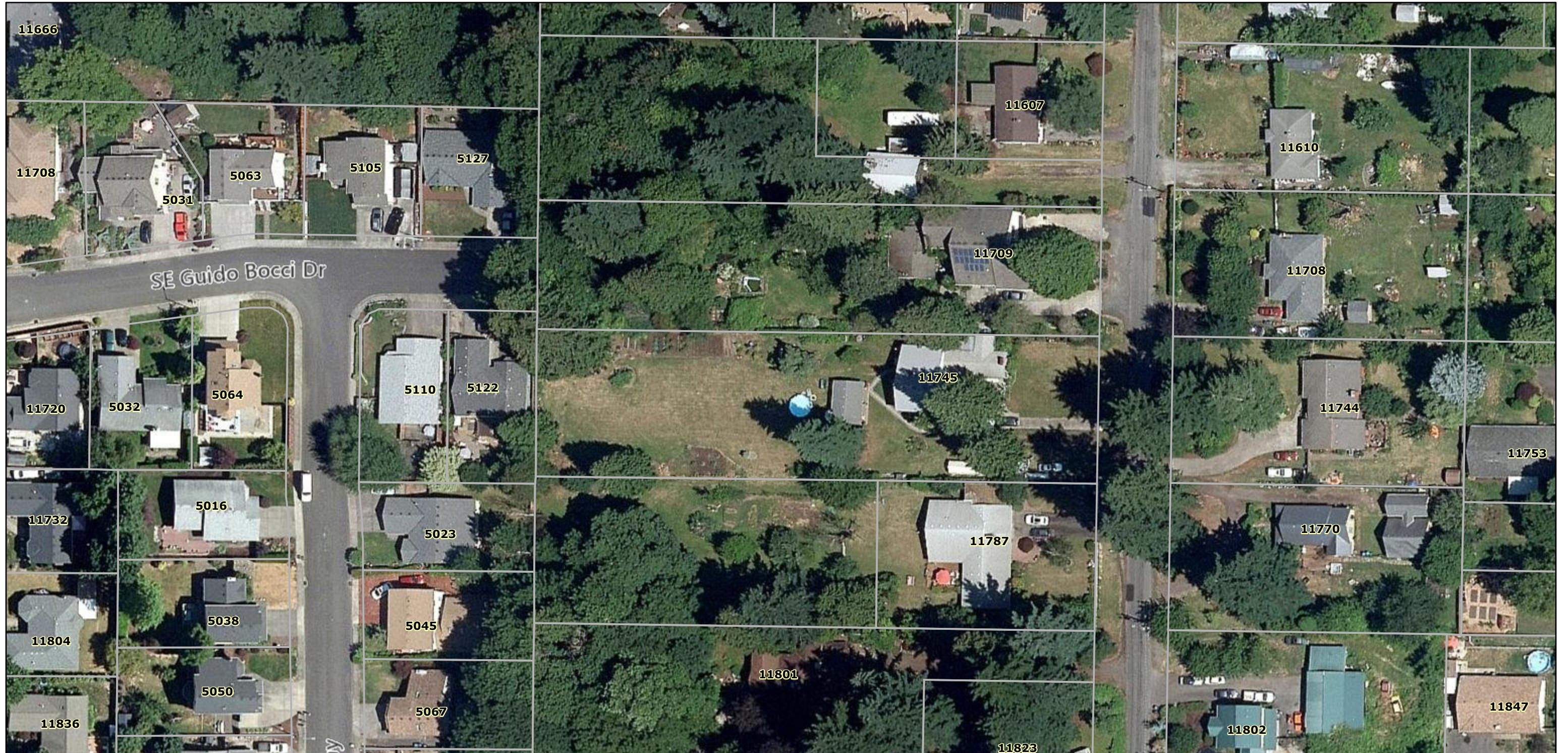
4-LOT SUBDIVISION - OPTION C

EXISTING CONDITIONS	11745 SE WOOD AVE
SE 1/4 SEC 31, T1S, R2E, W.M.	
CITY OF MILWAUKIE	
CLACKAMAS COUNTY, OREGON	
MARCH 8, 2021	
DRAWN: JMR	CHECKED: DMR
SCALE 1"=60' ACCOUNT #500-1048	
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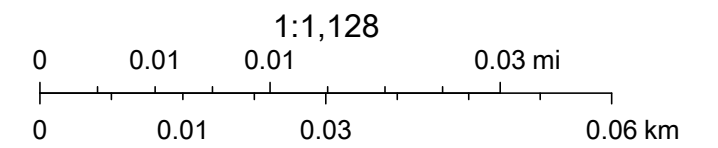
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DAMASCUS, OR 97089
PHONE (503) 850-4672 FAX (503) 850-4590

City of Milwaukie Zoning Aerial



2/12/2021, 9:45:40 AM

-  Taxlots
-  Addresses



Data Resource Center/Metro, Data Resource Center/Metro

Memorandum

DATE: March 9, 2021
TO: City of Milwaukie
FROM: Danelle Isenhart, AICP
RE: 4-lot subdivision at 11745 SE Wood Avenue – Pre-application conference request

The owner is proposing a 4-lot subdivision for detached single-family dwellings at 11745 SE Wood Avenue. The existing dwelling is to remain on one lot and is proposed to retain its access onto SE Wood Avenue. The subdivision will provide 3 new buildable lots to the west of the existing house.

The site is further identified as Tax Lot 5600 of Tax Map 12E 31DB. The site is within the R-7 zone, which has a minimum lot size of 7,000 sq. ft. The property currently has access and frontage on SE Wood Avenue.

The site is 0.88 acres in size and is relatively flat. Two layout options have been provided to discuss at the pre-application conference.

Density

The allowed maximum density for the site is 5 units. The minimum allowed density is 4 units. The proposed 4-lot subdivision meets the density requirements for the site.

Access

There are limited options to provide access to this site behind the existing house due to existing development. There is a house to the south of the site (11787 SE Wood) and its location along with the location of the house on the subject site does not have enough space for a new public street (standard 50-foot right-of-way). The neighbor to the north may agree to provide an access and utility easement to the site if one or more of the new lots can take access from SE Guido Bocci Drive. Flag lots are a way to provide access to the lots (either from SE Wood Ave or SE Guido Bocci Drive).

Option A

Option A has Lots 1-4 with access to SE Wood Avenue. Lots 2 and 3 are double flag lots. Lot 4 would have access to SE Wood Avenue through an easement over Lots 2 and 3.

Option B

Option B has Lot 1 (existing house) retaining its access onto SE Wood Avenue. Lots 2 and 3 are double flag lots. Lot 4 has access to SE Guido Bocci Drive through an easement on the property to the north.

Option C

Option B has Lot 1 (existing house) retaining its access onto SE Wood Avenue. Lots 2-4 have access to SE Guido Bocci Drive through an easement on the property to the north.

Questions:

1. Is there any required street dedication or improvements on SE Wood Avenue?
2. Is there an issue with any of the lots accessing SE Guido Bocci Drive through an off-site easement (access and utilities)? There appears to be a 1' wide tract at the edge of the SE Guido Bocci Drive right-of-way.
3. Can the double flag in Option A flare out (as shown) to meet the 35' frontage? A double flag with a 35' width the whole length looks to be an issue with the existing driveway and getting a side setback to the existing house. More will be known on options here once survey of the site is complete.
4. Please provide utility information (locations, etc.) for water, sanitary and storm.



CITY OF MILWAUKIE

April 23, 2021

Danelle Isenhardt

Re: Preapplication Report

Dear Danelle:

Enclosed is the Preapplication Report Summary from your meeting with the City on April 8, 2021, concerning your proposal for action on property located at 11745 SE Wood Ave.

A preapplication conference is required prior to submittal of certain types of land use applications in the City of Milwaukie. Where a preapplication conference is required, please be advised of the following:

- Preapplication conferences are valid for a period of 2 years from the date of the conference. If a land use application or development permit has not been submitted within 2 years of the conference date, the Planning Director may require a new preapplication conference.
- If a development proposal is significantly modified after a preapplication conference occurs, the Planning Manager may require a new preapplication conference.

If you have any questions concerning the content of this report, please contact the appropriate City staff.

Sincerely,

Tempest Blanchard
Administrative Specialist II



CITY OF MILWAUKIE

April 23, 2021

Danelle Isenhardt

Re: Preapplication Report

Dear Danelle:

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Sincerely,

Tempest Blanchard
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Preapplication Conference Report

Project ID: 21-002PA

This report is provided as a follow-up to the meeting that was held on 4/8/2021 at 10:00 AM

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

APPLICANT AND PROJECT INFORMATION

Applicant:	Danelle Isenhardt	Applicant Role: Consultant
Applicant Address:	PO Box 2364, Beaverton, OR 97075	
Company:	Isenhardt Consulting, LLC	
Project Name:	11745 SE Wood Ave Partition	
Project Address:	11745 SE Wood Ave	Zone: R-7
Project Description:	4-lot subdivision, existing house to remain	
Current Use:	Single-family residential, 1-lot	
Applicants Present:	Owners, Representative, and Consultant	
Staff Present:	Mary Heberling – Assistant Planner, Jennifer Backhaus – Engineer Tech II, Steve Adams – City Engineer	

PLANNING COMMENTS

Zoning Compliance ([MMC Title 19](#))

<input checked="" type="checkbox"/>	Use Standards (e.g., residential, commercial, accessory) (MMC19.301.2)	Single-family residential (SFR) – allowed use in the R-7 zone (with a lot size of a minimum of 7,000 sqft) Duplex – allowed use in the R-7 zone (with a lot size of 14,000 sqft) 1 ADU allowed on a lot with a SFR, ADUs are not allowed on lots with a duplex
<input checked="" type="checkbox"/>	Dimensional Standards (MMC 19.301.4)	SFR minimum lot size – 7,000 sqft Duplex minimum lot size – 14,000 sqft Minimum lot width – 60 ft Minimum lot depth – 80 ft Minimum street frontage requirement (standard lot) – 35 ft – Variance may be needed to this standard Minimum street frontage requirement (flag lot) – 25 ft Minimum street frontage requirement (double flag lot) – 35 ft Minimum density – 4 dwelling units Maximum density – 5 dwelling units

Land Use Review Process		
<input checked="" type="checkbox"/>	Applications Needed	Type III – Subdivision (4 lots) or Type II – Partition (3 or less lots) Type III – Variance (for frontage on public street requirement) Type I – Final Plat
<input checked="" type="checkbox"/>	Fees	Type III - \$2,000 (Subdivision and/or Variance) Type II Partition - \$2,000 Type I Final Plat - \$200 <i>Up to 3 variance requests are allowed per variance application.</i>
<input checked="" type="checkbox"/>	Review Type: Type II	Partition – if creating 3 or less lots, public notice required for all properties within 300 ft, the Planning Manager is the decision maker
	Review Type: Type III	Subdivision – if creating 4 or more lots, public notice required for all properties within 300 ft and a public hearing with Planning Commission Planning Commission is the decision maker
	Review Type: Type III	Variance – variance to the street frontage standard for new lots Public notice for all properties within 300 ft and a public hearing with Planning Commission Planning Commission is the decision maker
	Review Type: Type I	Final plat – this is required after the approval of a subdivision or partition application. No public notice required, Planning Manager and City Engineer sign off on final plat if it meets the requirements/conditions from the subdivision or partition approval.
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 checked="" type="checkbox"/>	Landscaping Requirements	Minimum lot vegetation – 30% Front yard minimum vegetation – 40% No more than 20% of the required vegetation area shall be covered in mulch or bark dust.
<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 checked="" type="checkbox"/>	Site Design Standards (MMC 19.504)	<p>Flag lot Design and Development Standards (MMC 19.504.8)</p> <p>Front and rear yard setback: 30 ft Side yard setback: 10 ft</p> <p>Flag lot pole: Abutting flag lots shall have a combined frontage and accessway of 35 ft. For abutting accessways of 2 or more flag lots, the accessway of any individual lot shall not be less than 15 ft.</p> <p>Driveway width – single flag lot: minimum 12 ft, double flag-lot: minimum 16 ft The flag lot driveway shall be consolidated with the driveway on the parent lot to the greatest extent practicable.</p> <p>Fencing and Screening: Flag lots must be screened in accordance with MMC 19.504.8.E to minimize potential adverse impacts to abutting properties.</p> <p>Tree Mitigation: Per MMC 19.504.8.F, all trees 6 in or greater in diameter, as measured at the lowest limb or 4 ft above the ground, whichever is less, shall be preserved.</p> <p>Landscape plan required: Per MMC 19.504.8.G, a landscaping plan shall be submitted to the Planning Manager prior to issuance of a building permit for new construction. Details on the requirements for the landscape plan on in the above MMC subsection.</p> <p>Variances of lot area, lot width, and lot depth standards are prohibited for flag lots.</p> <p>The “pole” section of the flag lot does <u>not</u> count towards lot area.</p>
<input checked="" type="checkbox"/>	Building Design Standards (MMC 19.505)	Building design standards for single-family dwellings and duplexes can be found in MMC 19.505.1.
<input type="checkbox"/>	Downtown Design Standards (MMC 19.508)	
Parking Standards (MMC 19.600)		
<input checked="" type="checkbox"/>	Residential Off-Street Parking Requirements (MMC 19.607)	<p>Minimum parking requirement – SFR and Duplex: 1 per dwelling unit, ADU: none Maximum parking requirement – SFR and Duplex: none, ADU: none</p> <p>Residential Driveways and Vehicle Parking Areas standards in MMC 19.607.1.</p>
<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)	<p>Applications for a Type III variance are subject to the approval criteria in MMC 19.911.4.B. The submitted application must provide a detailed narrative explaining how each variance request meets the approval criteria:</p> <p style="text-align: center;">Discretionary Relief Criteria</p>

		<p>a. The applicant's alternatives analysis provides, at a minimum, an analysis of the impacts and benefits of the variance proposal as compared to the baseline code requirements.</p> <p>b. The proposed variance is determined by the Planning Commission to be both reasonable and appropriate, and it meets one or more of the following criteria:</p> <ul style="list-style-type: none"> (1) The proposed variance avoids or minimizes impacts to surrounding properties. (2) The proposed variance has desirable public benefits. (3) The proposed variance responds to the existing built or natural environment in a creative and sensitive manner. <p>c. Impacts from the proposed variance will be mitigated to the extent practicable.</p> <p>http://www.qcode.us/codes/milwaukie/view.php?topic=19-19_900-19_911&frames=on</p>
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Land Division ([MMC Title 17](#))

<input checked="" type="checkbox"/>	Design Standards (MMC 17.28)	<p>General lot design standards in MMC 17.28.040</p> <p>Flag lot design standards in MMC 17.28.050 and MMC 17.28.060</p> <p>Flag lot limitations: Flag lots are prohibited in new subdivisions and subdivisions platted after August 20, 2002 (MMC 17.28.070)</p>
<input checked="" type="checkbox"/>	Preliminary Plat Requirements	<p>Preliminary plat checklist and procedures are listed here: https://www.milwaukieoregon.gov/sites/default/files/fileattachments/planning/page/38211/preliminaryplatchecklist_form0.pdf</p> <p>Submit and meet the requirements with the submittal of a subdivision or partition application.</p>
<input checked="" type="checkbox"/>	Final Plat Requirements (See Engineering Section of this Report)	<p>Final plat checklist and procedures are listed here: https://www.milwaukieoregon.gov/sites/default/files/fileattachments/planning/page/38211/finalplat-checklist_form.pdf</p> <p>Submit and meet the requirements with the final plat application after approval of the subdivision or partition application.</p>

Sign Code Compliance (MMC Title 14)

<input type="checkbox"/>	Sign Requirements	
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Noise (MMC Title 16)

<input type="checkbox"/>	Noise Mitigation (MMC 16.24)	
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Neighborhood District Associations

<input checked="" type="checkbox"/>	Hector Campbell	
	Linwood	
	Choose an item.	

Other Permits/Registration		
<input type="checkbox"/>	Business Registration	
<input type="checkbox"/>	Home Occupation Compliance (MMC 19.507)	
Additional Planning Notes		
<p>Planning staff wants to remind the applicant that any variance or application to Planning Commission is not guaranteed approval. The Planning Commission is the final decision maker.</p> <p>For the street frontage variance, Planning Commission has not reviewed or made a decision around this standard in the past. There are no precedents from past applications. The Planning Commission will make their decision based on if the application meets the approval criteria for the variance, listed above and in MMC 19.911.4.B. In particular, an alternatives analysis will need to show how and why meeting the street frontage standard has less benefits than the variance proposal. Planning Commission has denied proposals based on minimal or incomplete alternatives analyses.</p> <p>Planning staff would recommend and support the options without the need for a variance first. If the applicant wants to apply for the variance, planning staff would support and recommend approval only if it is shown in an alternatives analysis that the option without a variance is not a viable option at all. Before submittal of a variance application, please check in with the planning staff to see if they would support the alternative analysis and approval criteria.</p>		
ENGINEERING & PUBLIC WORKS COMMENTS		
Public Facility Improvements (MMC 19.700)		
<input checked="" type="checkbox"/>	Applicability (MMC 19.702)	<p>MMC 19.702 establishes the applicability of MMC 19.700, including new construction and modification and/or expansion of an existing structure, or a change or intensification in use that results in a new dwelling unit, any new increase in gross floor area, and/or in any projected increase in vehicle trips.</p> <p>The proposed development would result in new construction that would increase vehicle trips and does therefore trigger the applicability of MMC 19.700.</p>
<input checked="" type="checkbox"/>	Transportation Facilities Review (MMC 19.703)	<p>No transportation impact study is required.</p> <p>See MMC 13.32 for FILOC</p>
<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>See MMC 13.32 for FILOC</p> <p>See MMC 12.16 for Access Management</p> <p>See MMC 12.24 for Clear Vision</p>
<input checked="" type="checkbox"/>	Utility Requirements (MMC 19.709)	<p>Coordinate with Engineering Department for Utility Requirements.</p>
Flood Hazard Area (MMC 18)		
<input type="checkbox"/>	Development Permit (MMC 18.04.100)	

<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 checked="" type="checkbox"/>	Erosion Control (MMC 16.28)	An Erosion Control Permit is required for disturbed areas or exposed soils exceeding 500 square feet. This development exceeds that criteria. An Erosion Control Permit is required. An approved Erosion control Permit is required prior to the issuance of grading or building permits, and prior to any placement of fill, site clearing, and land disturbances (including but not limited to clearing, grubbing, excavation, etc.).
<input type="checkbox"/>	Tree Cutting (MMC 16.32)	
Public Services (MMC 13)		
<input checked="" type="checkbox"/>	Water System (MMC 13.04)	Coordinate with Engineering Department for Water Services
<input checked="" type="checkbox"/>	Sewer System (MMC 13.12)	Coordinate with Engineering Department for Sewer Services
<input checked="" type="checkbox"/>	Stormwater Management (MMC 13.14)	Treatment facilities are to be designed to meet 2016 City of Portland Stormwater Management Manual.
<input checked="" type="checkbox"/>	System Development Charge (MMC 13.28.040)	All new development or intensification of use shall be subject to system development charges (SDCs). An estimate has been provided for New Single Family Residential SDCs but is subject to change based on plan review. Duplex and ADU SDCs will be different than NSFR. SDCs for sewer, county sewer, transportation, water, and county parks must be paid prior to permit issuance.
<input checked="" type="checkbox"/>	Fee in Lieu of Construction (MMC 13.32)	FILOC estimate to be provided as soon as possible.
Public Places (MMC 12)		
<input checked="" type="checkbox"/>	Right of Way Permit (MMC 12.08.020)	A Right-of-Way Permit will be required to complete flag lot/driveway/roadway improvements and any upgrades to water or sewer services.
<input checked="" type="checkbox"/>	Access Requirements (MMC 12.16.040)	Driveway must be constructed 7.5-ft from the southern property line. The driveway may widen or angle closer to the property line in accordance with MMC 19.607.
<input checked="" type="checkbox"/>	Clear Vision (MMC 12.24)	Clear vision areas must be maintained around driveway approaches. Coordinate with city staff prior to adding or removing any vegetation in the right-of-way.
Additional Engineering & Public Works Notes		
Utility options vary depending on the design option chosen. Contact and coordinate with the Engineering Department for permitting and SDC fee questions. FILOC rate will be provided soon.		

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 *1% (0.1)
<input type="checkbox"/>	Metro Excise Tax Metro – Applies to any project with a construction value of over \$100,000.	Calculation: Valuation *0.12% (0.0012)
<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

Please see the attached memorandum for fire district comments.

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

Laura Weigel	Planning Manager	503-786-7654
Vera Kalias	Senior Planner	503-786-7653
Brett Kolver	Associate Planner	503-786-7657
Mary Heberling	Assistant Planner	503-786-7658
Janine Gates	Assistant Planner	503-786-7627

COMMUNITY DEVELOPMENT DEPARTMENT

Leila Aman	Community Development Director	503-786-7616
Alison Wicks	Development Programs Manager	503-786-7661
Christina Fadenrecht	Housing & Econ. Dev. Associate	503-786-7624
Tempest Blanchard	Administrative Specialist II	503-786-7600
Emilie Bushlen	Administrative Specialist II	503-786-7600

CLACKAMAS FIRE DISTRICT

Mike Boumann	Lieutenant Deputy Fire Marshal	503-742-2673
Lt. Alex McGladrey	Fire Inspector	503-742-2660



Permit Record: 21-002PA (Single Family) SDCs

Street Address: 11745 SE Wood Ave

Prepared By: JMB

Date: 4/22/2021

SDC	Reimbursement	Improvement	Administration	Total
Parks	\$ 3,985.00	\$ -	\$ -	\$ 3,985.00
Transportation	\$ 105.00	\$ 2,089.00	\$ -	\$ 2,194.00
Storm Drainage	\$ -	\$ 965.00	\$ -	\$ 965.00
Water	\$ 1,036.00	\$ 860.00	\$ 145.00	\$ 2,041.00
Sewer	\$ 455.00	\$ 778.00	\$ -	\$ 1,233.00
Water Meter Set Fee	\$ 250.00	\$ -	\$ -	\$ 250.00
Review Fee	\$ -	\$ -	\$ 150.00	\$ 150.00
Wastewater Treatment	\$ 8,005.00	\$ -	\$ -	\$ 8,005.00
			Total	\$ 18,823.00

Fees subject to change until final plans and permit issuance

Clackamas Fire District #1



Pre-Application Meeting Comments:

To: City of Milwaukie
From: Alex McGladrey, Deputy Fire Marshal, Clackamas Fire District #1
Date: 4/6/2021
Re: 21-002PA, 4-Lot Subdivision at 11745 SE Wood Ave

This review is based upon the current version of the Oregon Fire Code (OFC), as adopted by the Oregon State Fire Marshal's Office. The scope of review is typically limited to fire apparatus access and water supply, although the applicant must comply with all applicable OFC requirements. When buildings are completely protected with an approved automatic fire sprinkler system, the requirements for fire apparatus access and water supply may be modified as approved by the Fire and Building Code Officials. The following items should be addressed by the applicant:

Fire Department Apparatus Access

- 1) Provide address numbering that is clearly visible from the street
- 2) No part of a building may be more than 150 feet from an approved fire department access road.
- 3) Fire apparatus access roads shall have an unobstructed driving surface width of not less than 20 feet (26 feet adjacent to fire hydrants) and an unobstructed vertical clearance of not less than 13 feet 6 inches.
- 4) The inside turning radius and outside turning radius for a 20' wide road shall not be less than 28 feet and 48 feet respectively, measured from the same center point.
- 5) Access roads between 12% and 15% grade will only be approved if fire sprinklers are installed in all new structures served by that road. Access roads in excess of 15% grade are generally not approved.
- 6) Provide an approved turnaround for dead end access roads exceeding 150 feet in length.
- 7) Fire Department turnarounds shall meet the dimensions found in the fire code applications guide.

Water Supply

- 1) Fire Hydrants, One and Two-Family Dwellings & Accessory Structures: Where a portion of a structure is more than 600 feet from a hydrant on a fire apparatus access road, as measured in an approved route around the exterior of the structure(s), additional fire hydrants and mains shall be provided.
- 2) For one and two family dwellings located in areas with reliable municipal fire fighting water supply the following shall apply:
 - a. <3,600 square feet (including attached garage)

- i. 1,000 gpm @ 20 psi with hydrant within 600 feet of furthest portion of new residential construction, (OFC Section B105.2)
- b. >3,600 square feet (including attached garage)
 - i. Shall meet fire flow requirements specified in Appendix B of the current Oregon Fire Code, (OFC, Table B105.1)
 - ii. Shall meet hydrant coverage as specified in appendix C of the current Oregon Fire Code, (OFC , Table C105.1)

Note: In lieu of the above fire flow requirements, residential fire sprinklers may be considered as an alternate when approved by the Fire Marshal.

- 3) A Fire Access and Water Supply plan is required for subdivisions. The plan shall show fire apparatus access, fire lanes, fire hydrants, fire lines, available fire flow, FDC location (if applicable), building square footage, and type of construction. The applicant shall provide fire flow tests per NFPA 291 or hydraulic model when applicable and shall be no older than 12 months. Work to be completed by experienced and responsible persons and coordinated with the local water authority. In addition, a PDF version shall be sent directly alex.mcgladrey@clackamasfire.com for review.
- 4) The applicant must obtain a stamp of approval from Clackamas Fire District #1 that demonstrates fire apparatus access and water supply requirements will be satisfied.

Please see our design guide at:

[*****.clackamasfire.com/wp-content/uploads/2020/07/2020-07-08-Fire-Code-Applications-Guide.pdf](https://www.clackamasfire.com/wp-content/uploads/2020/07/2020-07-08-Fire-Code-Applications-Guide.pdf)

*Call or email with any questions. alex.mcgladrey@clackamasfire.com

Thank you,

Alex McGladrey
Deputy Fire Marshal
Clackamas Fire District #1
503-742-2662