

MILWAUKIE PLANNING
 10501 SE Main St.
 Milwaukie OR 97222
 503.786.7630
 planning@milwaukieoregon.gov

Preapplication Request Form

File #: 24-011PA

Meeting Date: 11 / 7 / 24 **Time:** 10 **Location:** 10501 SE Main St. **Today's Date:** 10 / 14 / 24

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: 4435 SE Johnson Creek Blvd. Map & Tax Lot(s): 12E30BB & 12E30BB01000 Zone: R-MD

PROPOSAL (brief description):

Developing middle housing on my property. Planning to build a detached tri-plex and seek an expedited land division when complete.
 With an existing home, the property will be a detached quadplex.

APPLICANT:

Project Contact Name: Marcus Lacy Company: Marcus Lacy
 Mailing Address: 4435 SE Johnson Creek Blvd. Milwaukie, OR jamesboyle0@msn.com Zip: 97222
 Phone(s): 541-953-6925 Email: lacy.marcus1989@gmail.com dvstda2@comcast.net
 # of Expected Attendees: 3 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 (Staff will determine type per Fee Schedule)**
 - \$200 (Minor)** **\$400 (Major)**
 - 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 electronic 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 electronic copies 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 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) (Note new tree code: www.milwaukieoregon.gov/trees)
 - 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-unit detached dwellings, ADUs, middle housing, partitions): 2 weeks required for review
 - Major Developments (e.g. commercial, industrial, multi-unit, subdivisions, and middle housing developments with more than 4 units): 3 weeks required for review

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

Questions for the City of Milwaukie

Developer Questions:

1. What site improvements will be required to develop the property (city specified conditions of approval)?
2. What is the timeframe for the approval process with a Middle Housing Development (and lot recognition process)? Are we able to do city specified site improvements while we're waiting for approval?
3. What Storm Water Management System is required (does the City of Milwaukie have independent/minimum standards or does it follow Portland Metro standards)?
4. What is the inspection process and what are the time stipulations (are inspections done only on certain days of the week and times of the day, how often are inspections done, is the Oregon e permitting system used)?
5. Are there separate permits for site development and buildings (or together)?
6. Are there Water and Sewer Connection maps for active and inactive lines?
7. How should Tree Mitigation, Tree Removal, and Tree Protection Activities/Approvals be handled (should we work with a city arborist or will this be outsourced, who are all the players and what activities will be required)?
8. What is the background and history/tenure of the Inspectors we'll be working with and does the city outsource for this?

Architect Questions:

Regarding Table 1 Design Standards:

1. Building articulation: do the 5'x5' Covered Entry's satisfy this requirement?
2. Eyes on the street: Plan A garage side elevation, Plan B left side elevation, and Plan C front elevation: do these window areas meet this standard?
3. Main Entrance: do these proposed plan layouts (where the Entry Porches are located satisfy this requirement?
4. Pedestrian Circulation: Will what I've shown satisfy this requirement? With the limitations of the site dimensions, getting a 'pedestrian connection' from each residence to the ROW without crossing a driveway (and in light of what [I'm assuming..] the Fire Marshall will want) is not possible...will this work?
5. Privacy/Screening: we would like to screen the garbage enclosures and patios with 5 or 6' tall fences?
6. Sustainability: does our building positioning/orientation conforms to this standard?
7. Does this layout meet the requirements that the Fire Marshall has for access to the properties?

Regarding Utilities:

1. How is the Sanitary Sewer connection done for the 3 additional residences: is there just one 'tap' at the ROW for a new lateral that is sized correctly to take all three sewer connections? Or do we need 3 separate main line connections?
2. Water line: same question as above
3. Storm water treatment: Is the location shown ok, with respect to getting the treated water to the Storm line in the ROW?

Regarding Required Tree Canopy/Additions:

1. Is the proposed front yard area, and the rear yard behind Plan C location, adequate to meet the city's standard for this? We are proposing to keep the 30" Atlas Cedar by the project entry drive; is there anything (city standards...) that would preclude us from keeping this?

Regarding Table 2: Detailed Design Requirements:

1. We have included the below (A-K) features to meet the required 5 needed. Do these meet the requirements?

A: covered porch

C: offset building face at front elevation

E: roof eaves more than 12"

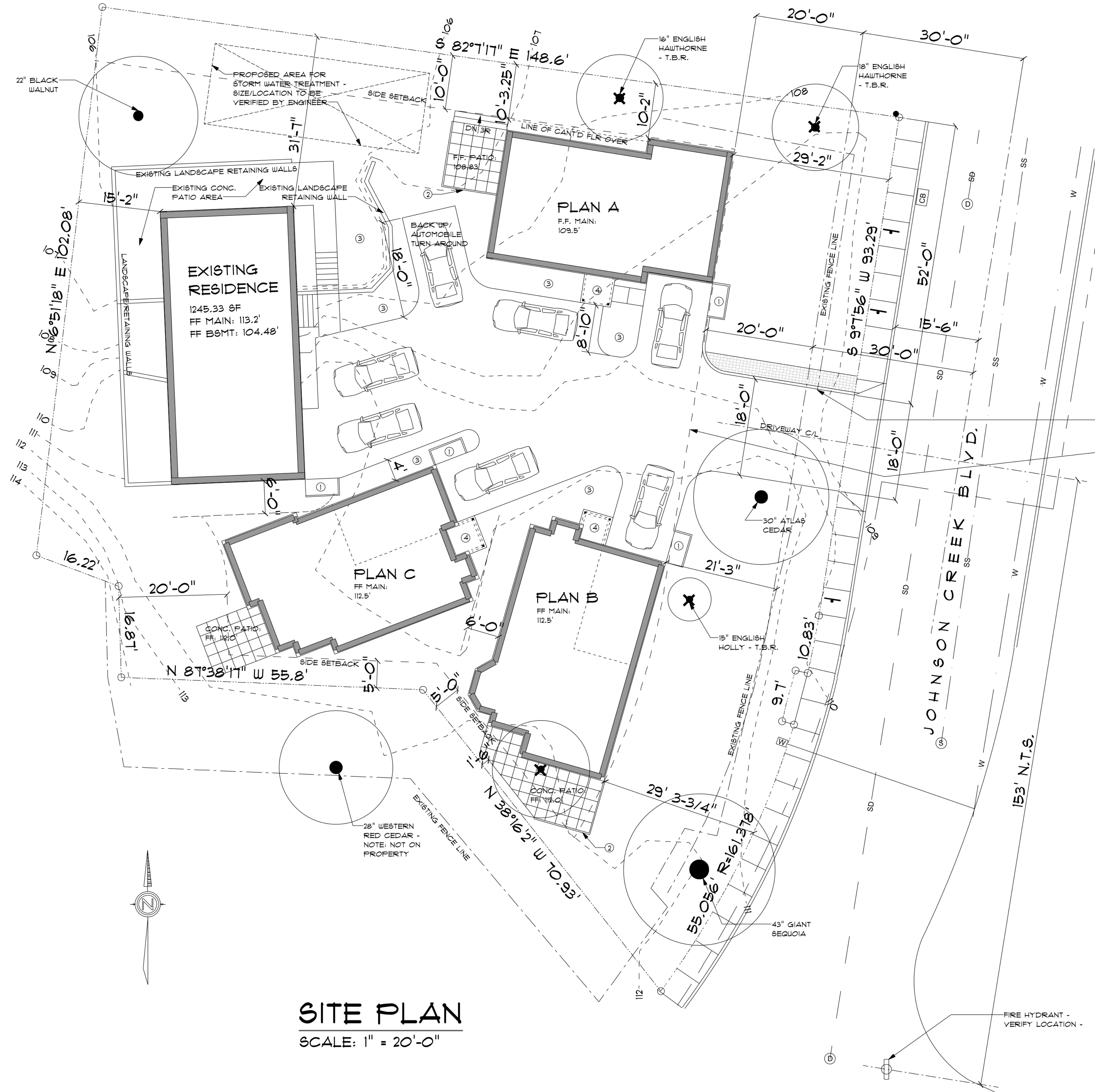
F: roof lines offset by more than 2'

H: 5" exposure Hardie lap siding

K: window trim included, material size: 5/4"x4" (mfgr: Forest Trim)

Investor Questions:

1. What are the estimated building permit costs for this project?
2. What are the estimated SDC costs for this project?



SITE PLAN
SCALE: 1" = 20'-0"

3' WIDE PERMEABLE PAVEMENT SIDEWALK BEHIND 6" TALL CURB AS SHOWN.
FRONT SETBACK PER 'EXCEPTION' LISTED IN TABLE 19-501.2.A

SITE NOTES

- ① INDICATES 3'x6' NET SIZE GARBAGE/RECYCLE BIN ENCLOSURE - WITH 6' TALL WOOD FENCE ENCLOSURE.
- ② INDICATES LOCATION OF 6' TALL WOOD PRIVACY FENCE AROUND CONCRETE SLAB PATIO AS SHOWN.
- ③ INDICATES PLANTING BEDS/ LANDSCAPING AREAS AS SHOWN.
- ④ INDICATES 5'x5' COVERED FRONT PORCH.

LOT INFORMATION

ADDRESS: 4435 S.E. JOHNSON CREEK BLVD.

ZONING: R-MD

LOT AREA: .43 ACRES/18,130 SF

LOT COVERAGE:

EXISTING RESIDENCE:	1245.3 SF
PLAN A INC. CANTILEVER, PORCH:	1103.6 SF
PLAN B INC. PORCH:	1108.3 SF
PLAN C INC. PORCH:	1059.4 SF
TOTAL BLDG COVERAGE:	4516.6 SF

LOT COVERAGE PERCENTAGE: 24.1%

HARD SURFACE CALCULATIONS:	
COMMON ACCESS DRIVE, DRIVEWAYS:	1330.9 SF
EXISTING HOUSE PATIO, WALKS AREAS:	618.0 SF
PLAN A REAR PATIO, WALKS:	158.0 SF
PLAN B REAR PATIO, WALKS:	204.4 SF
PLAN C REAR PATIO, WALKS:	120.0 SF

4 3'x6' GARBAGE ENCLOSURES: 72.0 SF

TOTAL HARD SURFACES AREA: 2503.3 SF

TOTAL FRONT YARD SETBACK AREA: 4561.7 SF
AREA OF DRIVE, WALKS IN FRONT YARD SETBACK: 623.5 SF
FRONT YARD VEGETATION AREA PERCENTAGE: 87%

DATE:
7/1/24 prelim site plan issued, prelim flr plan.
8/9/24 rev'd prelim site plan issued for review
8/19/24 site plan rev'd per client consult
8/20/24 plan A rev'd layout
8/28/24 bldg locations adjusted for 6' clearance
9/2/24 revised plan for new front setback, two new plans on south side
9/4/24 revised for rev'd plan C outline
10/7/24 add/verify city reqmts per Table 1 Rev'd Design Standards

DVS DESIGN ASSOCIATES, LLC
10545 SW WOODS ST., PORTLAND, OREGON, 97225 503.292.9583

LACY MIDDLE HOUSING PROJECT
ADDING 3 ADDITIONAL UNITS
4435 SE Johnson Creek Blvd.
Milwaukie, Oregon, 97222

PROJECT NO.
23017

PAGE NO.
SITE

DATE:
9/12/24 issue initial
elevations

DVS DESIGN
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PROJECT NO.
23017A

PAGE NO.
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REAR ELEVATION
SCALE: 1/4" = 1'-0"



RIGHT SIDE ELEVATION
SCALE: 1/4" = 1'-0"

TOTAL WALL AREA FACING STREET: 340 SF
340 SF X 15% = 51 SF REQUIRED WINDOW AREA.
TOTAL WINDOWS FACING STREET:
4 WINDOWS AT 3'X3' = 9 SF X 4 = 36 SF
1 WINDOW AT 2'X5' = 10 SF
1 WINDOW AT 2'X3' = 6 SF
TOTAL WINDOW AREA: 52 SF

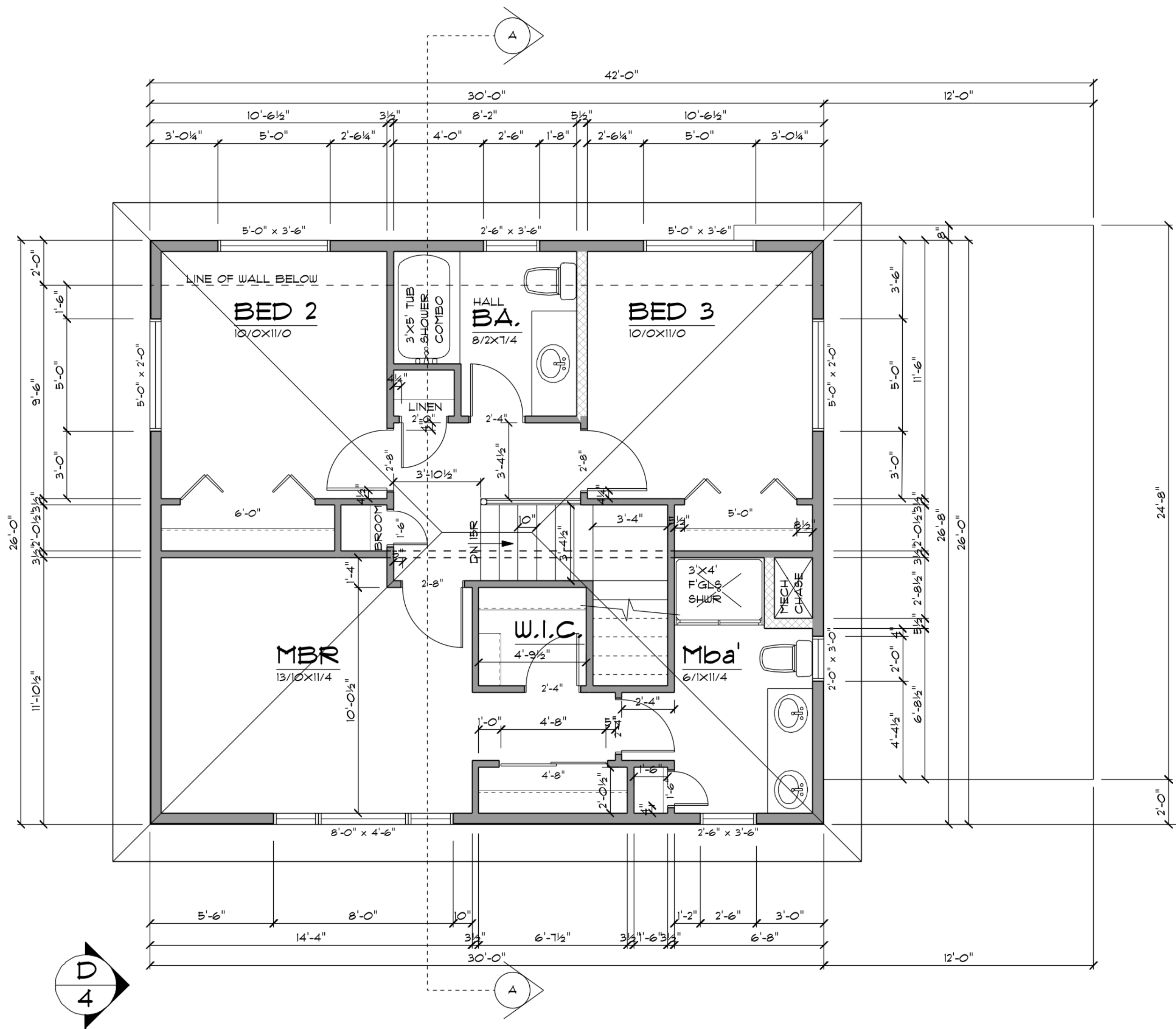


LEFT SIDE ELEVATION
SCALE: 1/4" = 1'-0"

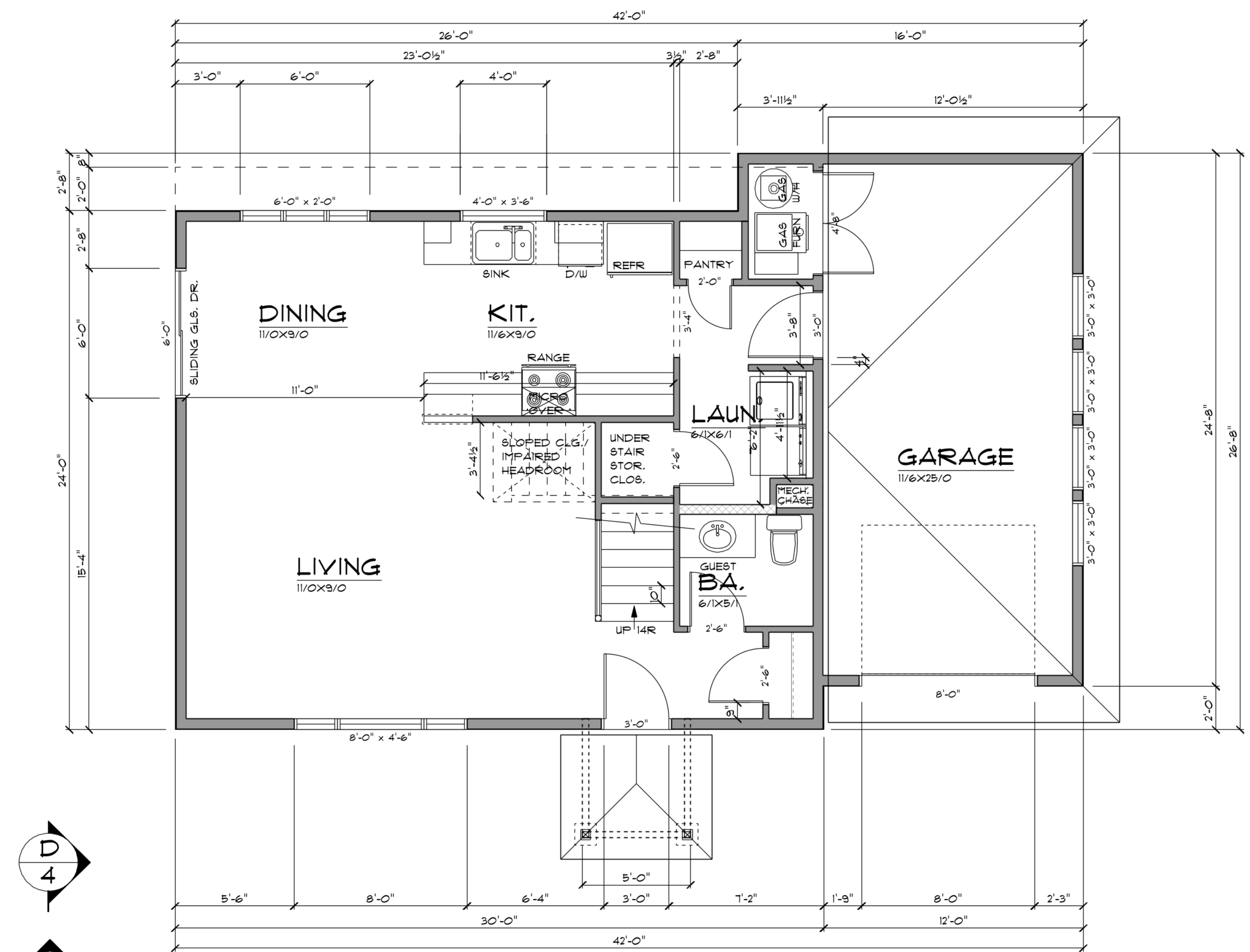


FRONT ELEVATION
SCALE: 1/4" = 1'-0"

PLAN A



136.3 SF
UPPER FLOOR PLAN
SCALE: 1/4" = 1'-0"



MAIN FLOOR PLAN
SCALE: 1/4" = 1'-0"

BUILDING AREAS

MAIN FLOOR/MECH.	729.6 SF
GARAGE AREA	231 SF
TOTAL	1026.6 SF
UPPER FLOOR	136 SF
TOTAL HABITABLE	1465.6 SF

PLAN A



REAR ELEVATION
SCALE: 1/4" = 1'-0"



RIGHT SIDE ELEVATION
SCALE: 1/4" = 1'-0"



LEFT SIDE ELEVATION
SCALE: 1/4" = 1'-0"

WALL AREA FACING STREET: 130 SF
130 SF X 15% = 109.5
PROPOSED WINDOWS THIS WALL:
4 WINDOWS @ 3'X5' = 60 SF
1 WINDOW @ 3'X6'6" = 19.5 SF
4 WINDOWS @ 3'X2.5' = 30 SF
TOTAL WINDOW AREA: 109.5 SF



FRONT ELEVATION
SCALE: 1/4" = 1'-0"

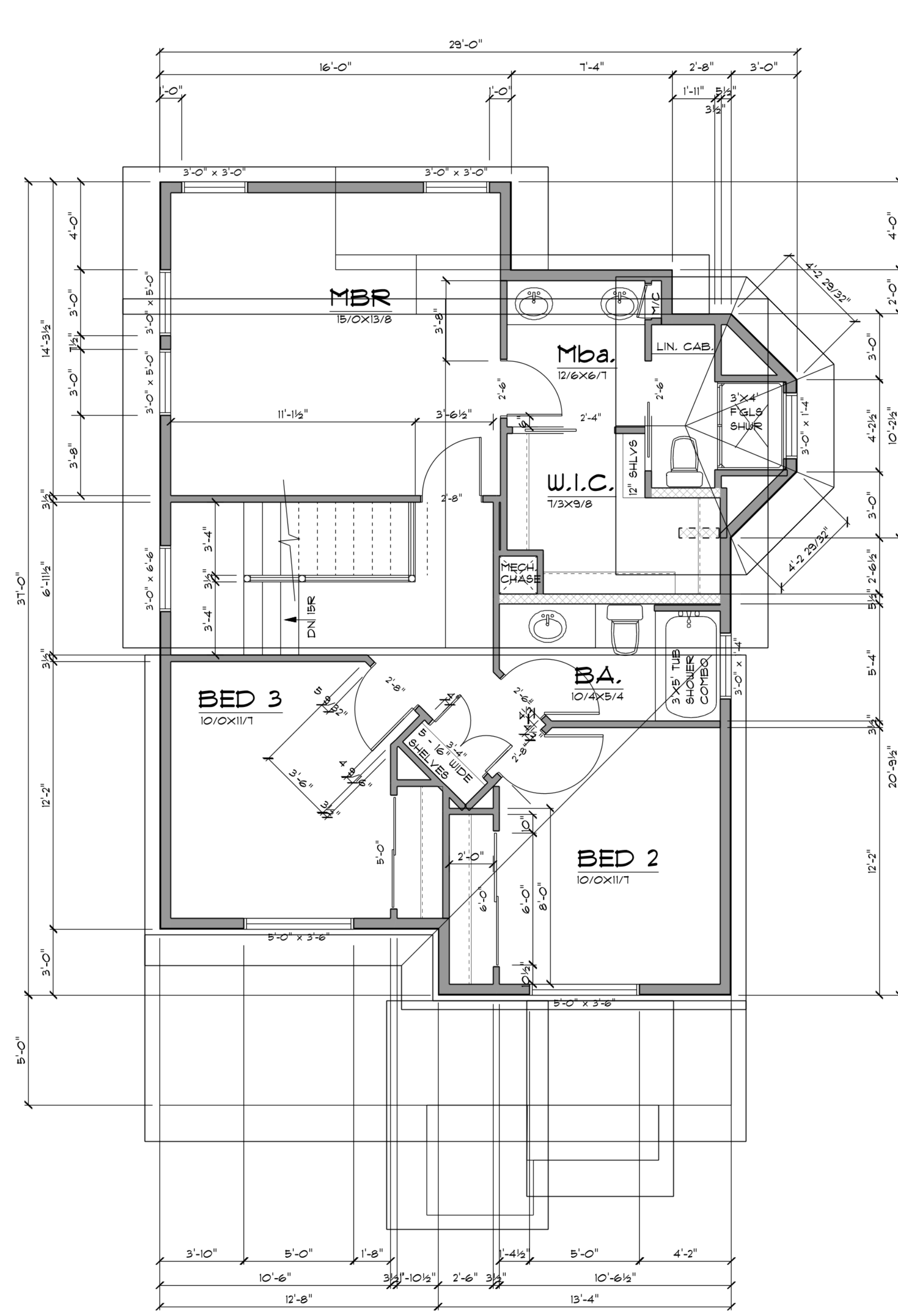
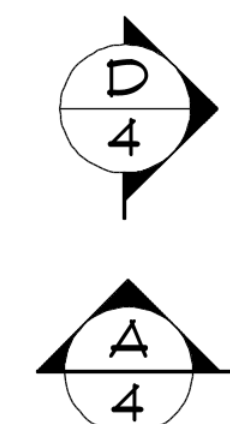
PLAN B

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LACY PLAN B
MIDDLE HOUSING PROJECT
4435 SE Johnson Creek Blvd.
Milwaukee, Oregon, 97222

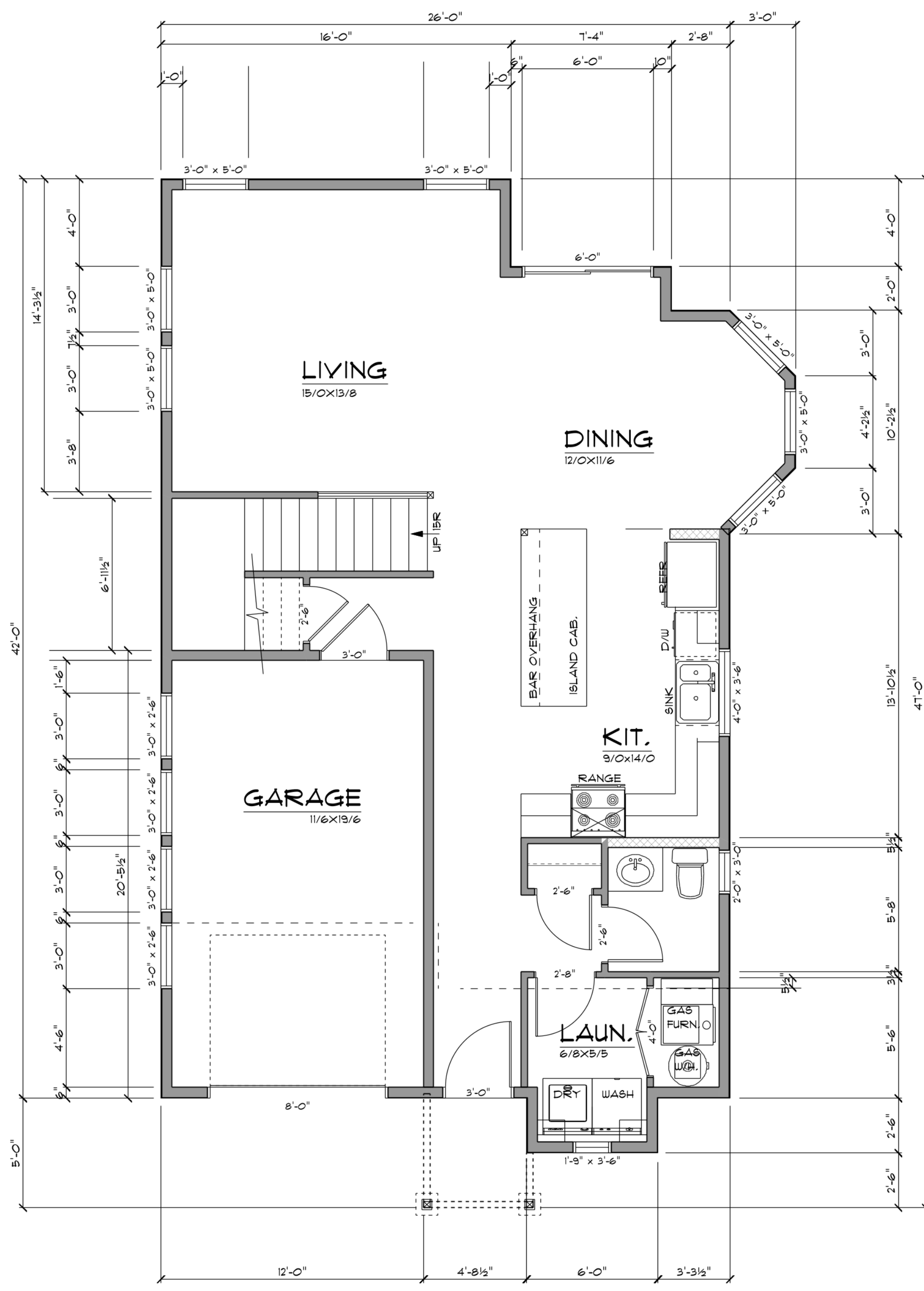
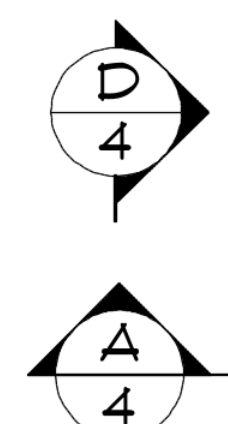
PROJECT NO.
23017B

PAGE NO.
1



UPPER FLOOR PLAN
SCALE: 1/4" = 1'-0"

BUILDING AREAS	
MAIN FLOOR/MECH.	843.3 SF
GARAGE AREA	240 SF
TOTAL	1083.3 SF
UPPER FLOOR	
TOTAL HABITABLE	839.4 SF
	1682.7 SF



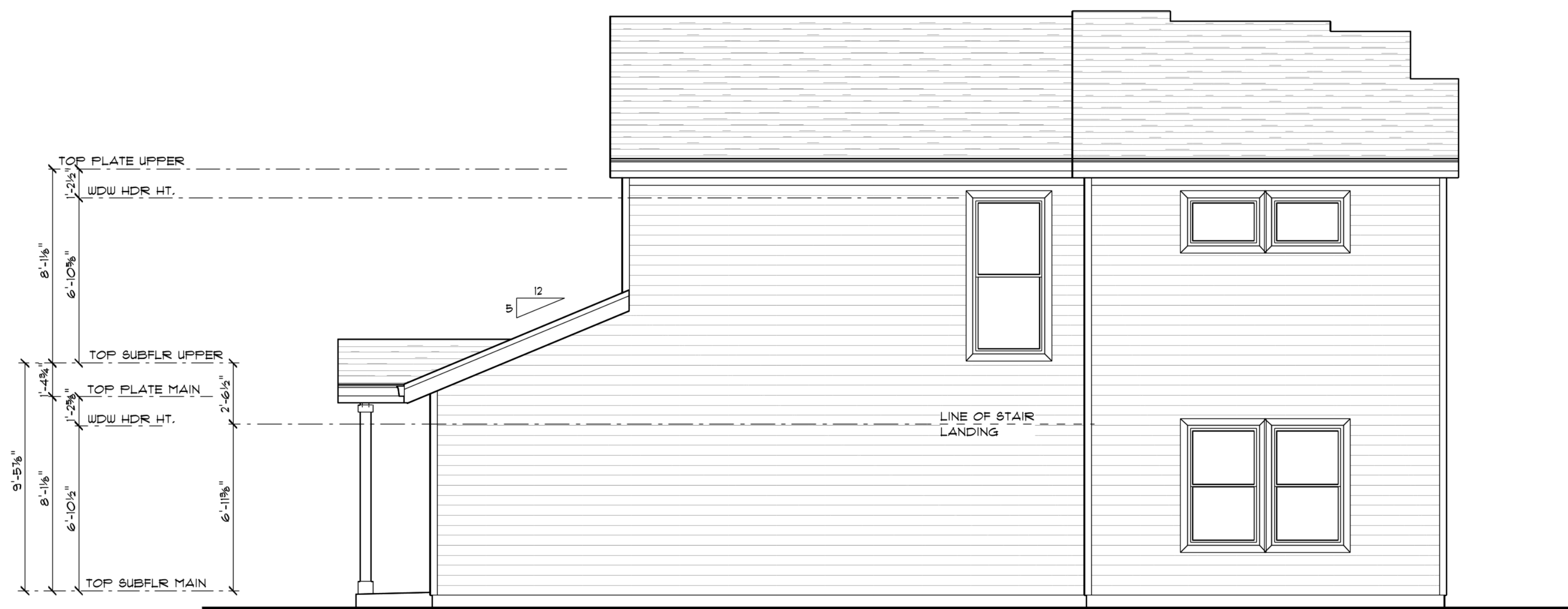
MAIN FLOOR PLAN
SCALE: 1/4" = 1'-0"

BUILDING AREAS	
MAIN FLOOR/MECH.	843.3 SF
GARAGE AREA	240 SF
TOTAL	1083.3 SF
UPPER FLOOR	
TOTAL HABITABLE	839.4 SF
	1682.7 SF

PLAN B



REAR ELEVATION
SCALE: 1/4" = 1'-0"



RIGHT SIDE ELEVATION
SCALE: 1/4" = 1'-0"



LEFT SIDE ELEVATION
SCALE: 1/4" = 1'-0"



FRONT ELEVATION
SCALE: 1/4" = 1'-0"

WALL AREA FACING STREET: 432 SF
430 SF X 15% = 64.8 SF
PROPOSED WINDOWS THIS WALL:
2 WINDOW @ 5'X3'6" = 35 SF
1 WINDOW @ 1'5"X3'6" = 6.12 SF
ENTRY DR: 3'X6'15" = 20.25 SF
4 GARAGE WINDOWS @ 2'1"X1.33' = 11.22 SF
TOTAL WINDOW AREA: 12.58 SF

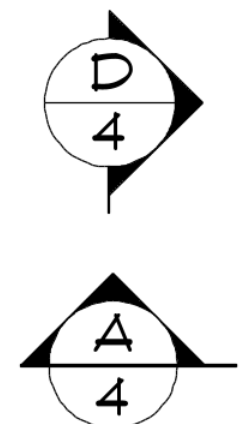
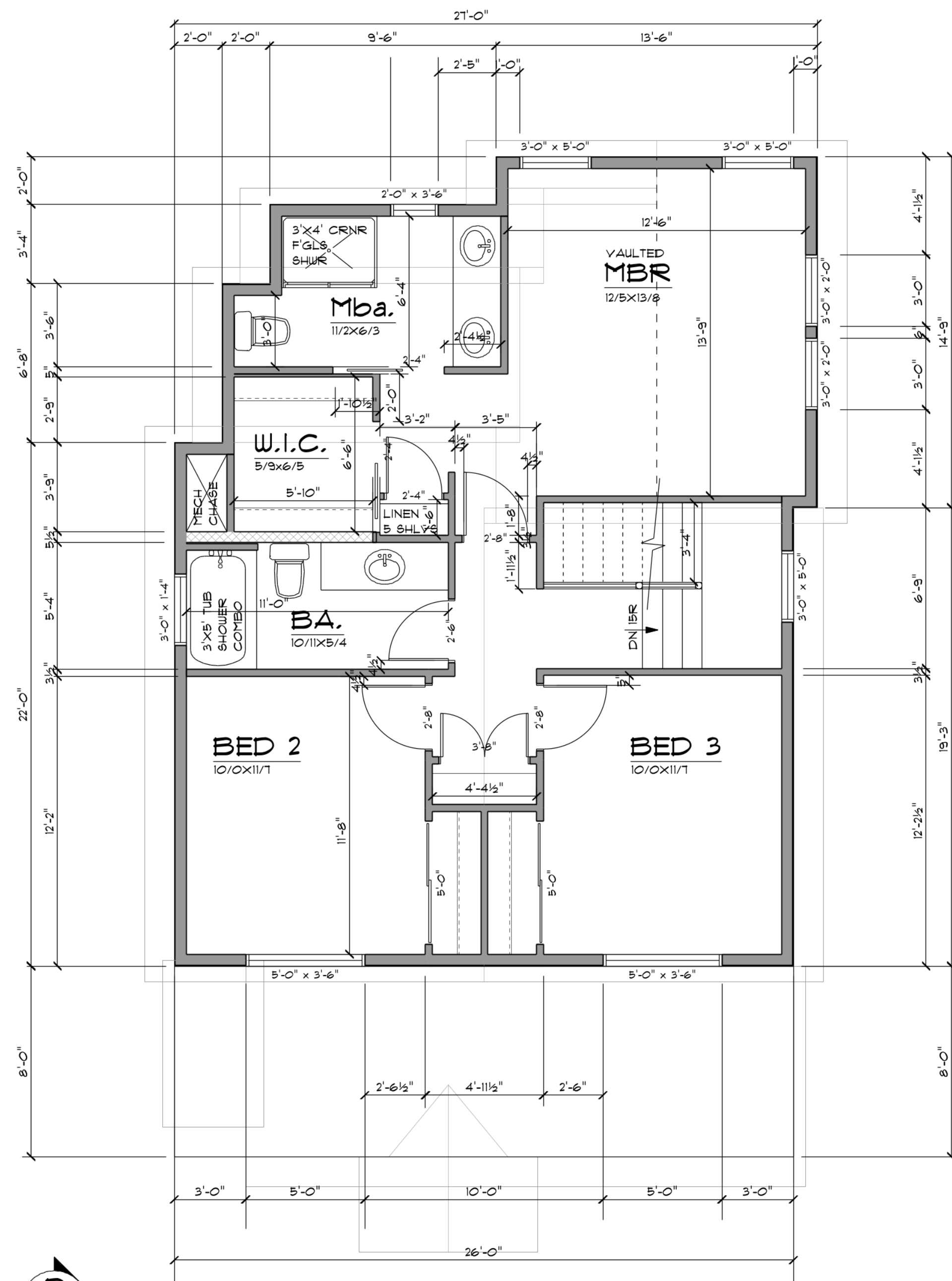
PLAN C

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LACY MIDDLE HOUSING PROJECT
ADDING 3 ADDITIONAL UNITS - PLAN C
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Milwaukee, Oregon, 97222

PROJECT NO.
23017C

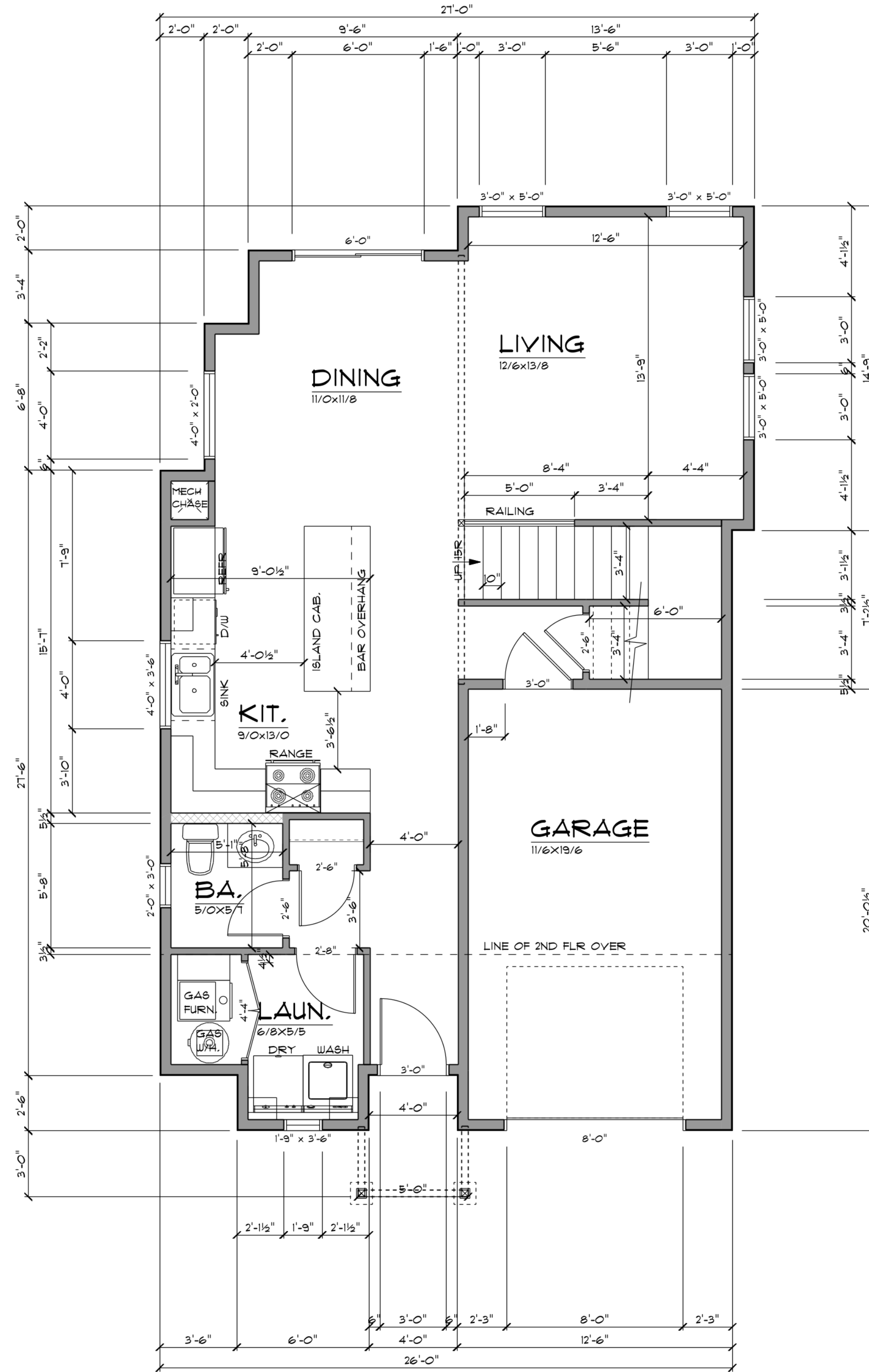
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UPPER FLOOR PLAN
SCALE: 1/4" = 1'-0"

BUILDING AREAS

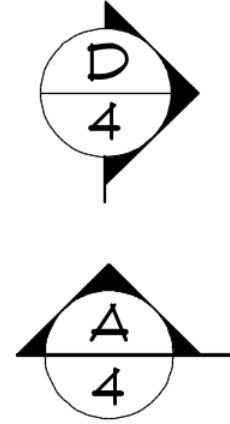
MAIN FLOOR/MECH.	792.6 SF
GARAGE AREA	241.8 SF
TOTAL	1034.4 SF
UPPER FLOOR	822.9 SF
TOTAL HABITABLE	1615.5 SF



MAIN FLOOR PLAN
SCALE: 1/4" = 1'-0"

BUILDING AREAS

MAIN FLOOR/MECH.	792.6 SF
GARAGE AREA	241.8 SF
TOTAL	1034.4 SF
UPPER FLOOR	822.9 SF
TOTAL HABITABLE	1615.5 SF



PLAN C

DATE:
9/24/24 issue prelim
exterior elevations

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