



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

Preapplication Request Form

File #: 24-012PA

Meeting Date: 11/27/2024 Time: 9:30am Location: 10501 SE Main St. Today's Date: 11/06/2024

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: **River Road and Wren - 2 properties to the west of River Road** Map & Tax Lot(s): Zone:

PROPOSAL (brief description):

2 single family residences, possibly with adu

APPLICANT:

Project Contact Name: **Dan Lajoie** Company: **Departure Architecture**

Mailing Address: **143 John Adams St** Zip: **97045**

Phone(s): **503.701.9543** Email: **dan@departurearchitecture.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 (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)

PRE-APP NARRATIVE

**New Multigenerational Homes
River Road and Wren Street Properties
Milwaukie, Oregon**

“Dogtrot 2 Project”

November 5, 2024

11.26.24 Updated for Meeting

SCOPE OF THE PROJECT

This is a multigenerational project with the desire to create a set of homes side-by-side and thereby having separate living units for each, however at the same time, create useful outdoor common courtyards **between** the 2 units along the back side areas. In addition to this, also create a common front porch that each home owner can use. At the same time each of these parcels must be able to be sold separately some day possibly. ~~In addition to the 2 units, a small adu will also occur on the north side of the property, therefore 3 total units.~~

GENERAL QUESTIONS

- For this project, would any SD fees apply?
- Are half street improvements needs along River Road or Wren?
- Submittal process – public review anywhere needed?
- ~~A Utility Pole with guys wires that affect the ability to access the property occurs at the south east corner of the property. What is the remedy for removing or altering this situation?~~

PLANNING

With the somewhat recent “Middle Housing” changes in the Zoning Code, it has allowed many more options in residential planning for these properties including how condominium type situations can be useful.

- At the time of this submission, we have some suspicions about the property to the west of these lots. It appears that the existing portion of neighbor’s concrete slab and fence are on our property by 5.9 ft. This will be verified this week and we will update you at our Pre-App meeting about the status. If so, confirm that the 20’ rear setback from the PL still occurs despite this existing condition. ~~The fence is indeed in the property. It will be removed to the property line location~~
- Existing Property Line Between the 2 Lots: It is anticipated that it will be either eliminated or adjusted to make 1 large lot + 1 smaller lot so a “property line adjustment” or an adjustment will be needed for the properties.
- Setbacks: Refer to attached drawings and Table 19.301.4. Clarify that setbacks are correct in the drawing. Question - For the larger lot, a greater side street setback required, 20’, compared to smaller lots, which has a side street requirement of only 15’? We want a scenario where the 15’ setback is used since the 20’ doesn’t allow the space we need for the units. ~~Confirm process to achieve this.~~
- Confirm that the Middle Housing Zone supports 2 attached dwelling units ~~with one of the units also having an attached ADU?~~
- Confirm that, for gabled roof, the maximum height (of 35’) is to the middle of the gable.
- Is there any maximum slope for driveways on private property?
- Trees: Clarify the tree requirements for the project given that no trees currently exist on the property.
- Clarify “lot coverage” requirement for; ~~if 1 lot; if 2 lots.~~
- **Lot Coverage Calcs.**

~~Max Lot Coverage for 7000 sf & up Lots (10,000 sf) is 30% max (Table 19.301.4) + 10% for a single detached dwelling = 40% allowed – please verify and the parameters. Clarify 20 ft excess requirement.~~

	1 st Floor Area	2 nd Floor Area	Total Area
E/T Floor Area	2000	1178	3178
E/T Cov'd Decks	631		631 (3809)
T Floor Area	1609	1118	2727
T Cov'd Decks	327		327 (3054)
<hr/>			
	4567 (45.7%)	2296 (22.9%)	6863

Can Lot Coverage be increased with an Adjustment?

Discuss 19.301.5.B.3 duplexes can increase by + 20% points

BUILDING DEPARTMENT

- If this is 1 large parcel and has 2 ~~or more~~ homes, then a “condominium” type situation for the property would be needed if sold separately some day.
However
- If a “townhouse” type situation occurs with 0’ lot line between units, then a 1-hr (or 2-hr?) demising wall between the living units is required. Please clarify. In our design, this seems easily achievable except perhaps at 1 area. Because of the multi-generational aspect of this living arrangement, it is desired by both home owners that they share common covered front and rear porches. See Concept Images attached. How can the covered area if the Property Line between units occurs, be achieved, from a Building Code perspective?
- Is there a maximum slope for driveways on private property? We will have garages that are below the main floor with a sloping driveway down to the garage.

PUBLIC WORKS / ENGINEERING

- Confirm all Utilities.
- It appears that some of the electrical poles and guy wires are affecting the vehicular entry points to the project. How do these get relocated if needed and what is the process?
- The current property has the Water Line running from River Road, through the property and to the existing house. This will need to be relocated. Confirm then that a Water Line is available along Wren.
- Confirm Sewer is along River Road. ~~Can Sewer of the new attached adu be connected to the main unit's sewer line if the new adu is a “condo” type situation.~~
- ~~For an attached ADU, can the sewer be connected to the main house's system?~~

Staff - thank you in advance
Looking forward to our Pre-App Meeting to understand the possibilities.

Best,
Dan Lajoie / Departure Architecture – applicant

Emma & Tristan Sagor / Tanis Knight – purchasing land



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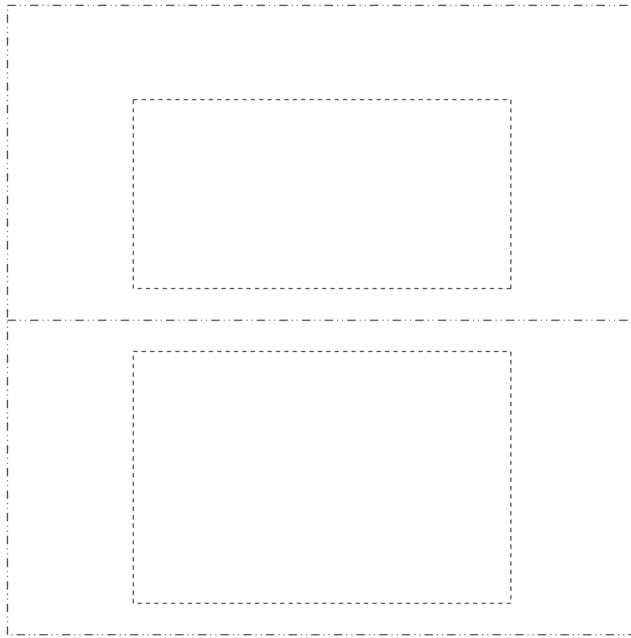
DOGTROT 2
RiverWren
a multigenerational
project

River Road and Wren Properties
Milwaukie, OR

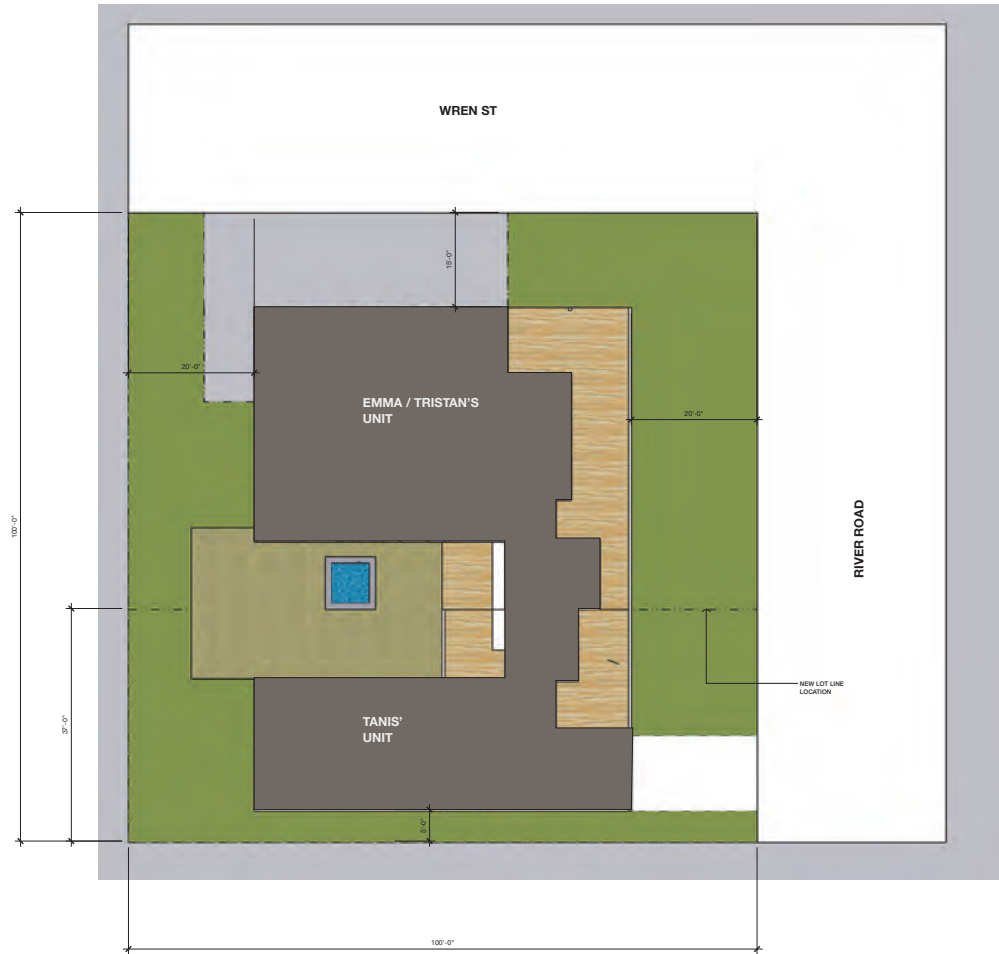
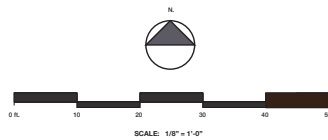
a collaborative design with
departure architecture

DATE _____ ISSUE _____

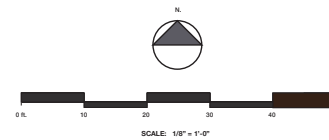
11.17.24 CONCEPT
DESIGN UPDATE



**EXISTING SITE
PLAN**



**CONCEPT SITE
PLAN**



**SITE
PLAN**

A1.1



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DOGTROT 2
RiverWren

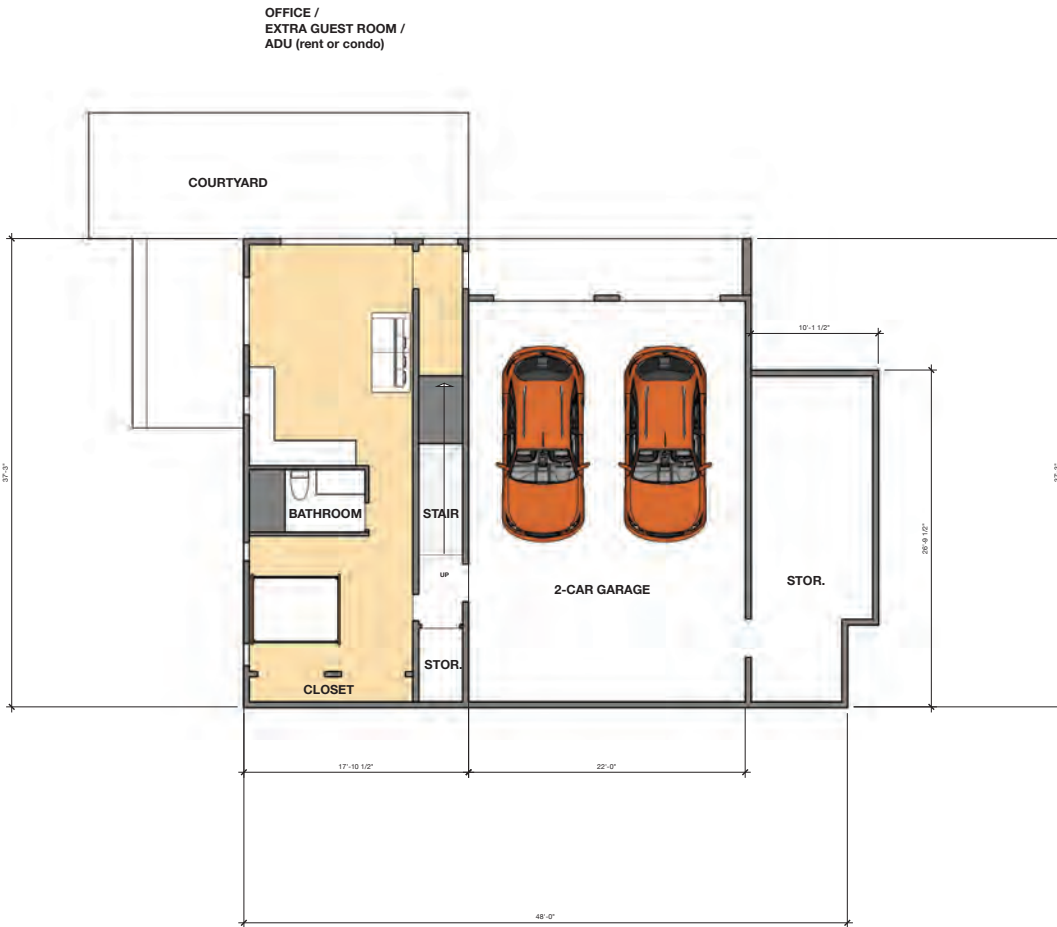
a multigenerational project

River Road and Wren Properties
Milwaukie, OR

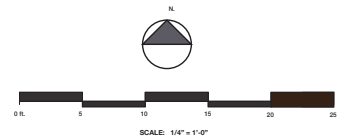
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DATE _____ ISSUE _____

11.17.24 CONCEPT
DESIGN UPDATE



LOWER FLOOR PLAN



LOWER FLOOR PLAN

A2.1



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EMMA / TRISTAN UNIT

LOWER FLOOR AREA = 680 SF
GARAGE AREA = 788 SF

1ST FLOOR AREA = 1999 SF
COVERED E. PORCH = 523 SF
COVERED W. PORCH = 108 SF

2ND FLOOR AREA = 1178 SF

TOTAL AREA = 1419 SF 3857 SF

**DOGTROT 2
RiverWren**

a multigenerational
project

River Road and Wren Properties
Milwaukie, OR.

TANIS' UNIT

GARAGE AREA = 630
1ST FLOOR AREA = 979 SF
COVERED E. PORCH = 217 SF
COVERED W. PORCH = 110 SF

2ND FLOOR AREA = 1118 SF

TOTAL AREA = 957 SF 2097 SF

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departure architecture

DATE _____ ISSUE _____

11.17.24 CONCEPT
DESIGN UPDATE

**1ST FLOOR
PLAN**



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

**1ST FLOOR
PLAN**

A2.2





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DOGTROT 2
RiverWren

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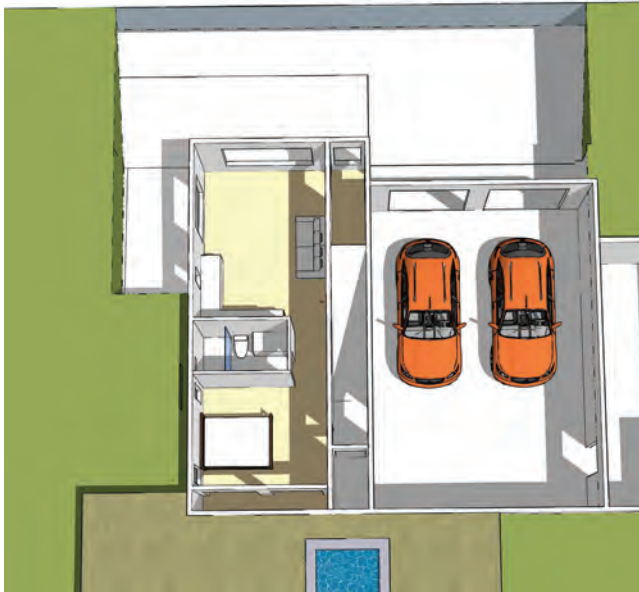
DATE _____ ISSUE _____

11.17.24 CONCEPT
DESIGN UPDATE

FLOOR PLAN
PERSPECTIVES

A2.4

2ND
FLOOR



LOWER
FLOOR

1ST
FLOOR





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DOGTROT 2
RiverWren

a multigenerational
project

River Road and Wren Properties
Milwaukie, OR.

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departure architecture

DATE _____ ISSUE _____

11.17.24 CONCEPT
DESIGN UPDATE

**EXTERIOR
PERSPECTIVES**

A3.1





S. ELEVATION



N. ELEVATION



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**DOGTROT 2
RiverWren**
a multigenerational
project

River Road and Wren Properties
Milwaukie, OR.

a collaborative design with
departure architecture

DATE _____ ISSUE _____

11.17.24 CONCEPT
DESIGN UPDATE

**EXTERIOR
ELEVATIONS**

A3.2



W. ELEVATION



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**DOGTROT 2
RiverWren**

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River Road and Wren Properties
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DATE _____ ISSUE _____

11.17.24 CONCEPT
DESIGN UPDATE

**EXTERIOR
ELEVATIONS**



E. ELEVATION



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S. ELEVATION
@ Emma/Tristan

DOGTROT 2
RiverWren

a multigenerational
project

River Road and Wren Properties
Milwaukie, OR.



N. ELEVATION
@ Tanis

a collaborative design with
departure architecture

DATE _____ ISSUE _____

11.17.24 CONCEPT
DESIGN UPDATE

EXTERIOR
ELEVATIONS

A3.4

