



**City of Portland, Oregon**  
**Bureau of Development Services**  
**Land Use Services**  
**FROM CONCEPT TO CONSTRUCTION**

Dan Ryan, Commissioner  
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**RECORDER**

Please stamp the County Recorder's copy of the recording sheet and return with the attached decision to City of Portland, BDS 299/5000/BDS LUR

Multnomah County Official Records **2022-040272**  
E Murray, Deputy Clerk  
04/19/2022 01:19:31 PM  
LUA-LUA Pgs=7 Stn=67 ATMH  
\$35.00 \$11.00 \$60.00 **\$106.00**

**FINAL FINDINGS AND DECISION BY THE HISTORIC  
LANDMARKS COMMISSION RENDERED ON March 14,  
2022**

The Historic Landmarks Commission has **approved** a proposal in your neighborhood. This document is only a summary of the decision. The reasons for the decision, including the written response to the approval criteria and to public comments received on this application, are included in the version located on the BDS website <http://www.portlandonline.com/bds/index.cfm?c=46429>. Click on the District Coalition then scroll to the relevant Neighborhood, and case number. If you disagree with the decision, you can appeal. Information on how to do so is included at the end of this decision.

**CASE FILE NUMBER: LU 21-076261 HR**  
**PC # 20-188301**

**Courtyard 21**

**BUREAU OF DEVELOPMENT SERVICES STAFF:** Hillary Adam 503-823-8953 /  
[Hillary.Adam@portlandoregon.gov](mailto:Hillary.Adam@portlandoregon.gov)

**GENERAL INFORMATION**

**Applicant:** Jack Lyon [jack@investmentbuilders.net](mailto:jack@investmentbuilders.net) / 503-805-1818  
Investment Builders LLC  
3411 NE 65th St  
Vancouver, WA 98661

**Owner:** 21 Glisan LLC  
PO Box 4803  
Parker, CO 80134-1462



**Owner's**

**Representative:** Brad Johnson      [501glisan@dragonreef.com](mailto:501glisan@dragonreef.com) / 303-396-2322  
21 Glisan LLC  
11640 SW Jody St  
Beaverton, OR 97005

**Site Address:** 501 NW 21ST AVE

**Legal Description:** BLOCK 18 LOT 4, KINGS 2ND ADD

**Tax Account No.:** R452303010

**State ID No.:** 1N1E33CA 00400

**Quarter Section:** 3027

**Neighborhood:** Northwest District, contact Greg Theisen at  
[contact@northwestdistrictassociation.org](mailto:contact@northwestdistrictassociation.org).

**Business District:** Nob Hill, contact Nob Hill at [nobhillportland@gmail.com](mailto:nobhillportland@gmail.com).

**District Coalition:** Neighbors West/Northwest, contact Mark Sieber at 503-823-4212.

**Plan District:** Northwest

**Other Designations:** Non-contributing resource in the Alphabet Historic District

**Zoning:** CM2(MU-U)m – Commercial Mixed-Use 2 with Centers Main Street overlay and Historic Resource Portetion overlay

**Case Type:** HR – Historic Resource Review

**Procedure:** Type III, with a public hearing before the Historic Landmarks Commission. The decision of the Historic Landmarks Commission can be appealed to City Council.

**Proposal:**

The applicant proposes to add two stories of apartments over an existing one-story noncontributing building that contains a restaurant in the Alphabet Historic District. The proposed new second and third levels will contain four apartments each, centered around an enclosed courtyard, with a new lobby/stair and recycling/trash room at the ground level.

Historic resource Review is required because the proposal is for non-exempt exterior alterations in a historic district.

**Relevant Approval Criteria:**

In order to be approved, this proposal must comply with the criteria of Title 33. The relevant criteria are:

- Community Design Guidelines
- Historic Alphabet District: Community Design Guidelines Addendum

## CONCLUSIONS

The purpose of the Historic Resource Review process is to ensure that additions, new construction, and exterior alterations to historic resources do not compromise their ability to convey historic significance. As a result of revisions following staff and Commission comments, the proposal has improved from the original design. The resultant project will be a modest building of relatively simple design but will enhance this corner with a greater level of activity and presence. With the added conditions, this proposal meets the applicable Historic Resource Review criteria and therefore warrants approval.



## HISTORIC LANDMARKS COMMISSION DECISION

It is the decision of the Historic Landmarks Commission to approve Historic Resource Review for the addition of two stories of apartments over an existing one-story noncontributing building that contains a restaurant in the Alphabet Historic District. The proposed new second and third levels will contain four apartments each, centered around an enclosed courtyard, with a new lobby/stair and recycling/trash room at the ground level. This approval is per the approved site plans, Exhibits C-1 through C-16, signed and dated March 14, 2022, subject to the following conditions:

- A. As part of the building permit application submittal, the following development-related conditions (B through F) must be noted on each of the 4 required site plans or included as a sheet in the numbered set of plans. The sheet on which this information appears must be labeled "ZONING COMPLIANCE PAGE - Case File LU 21-076261 HR". All requirements must be graphically represented on the site plan, landscape, or other required plan and must be labeled "REQUIRED."
- B. At the time of building permit submittal, a signed Certificate of Compliance form (<https://www.portlandoregon.gov/bds/article/623658>) must be submitted to ensure the permit plans comply with the Design/Historic Resource Review decision and approved exhibits.
- C. No field changes allowed.
- D. All trim at upper-level windows shall be painted smooth-finish fiber cement material.
- E. The bonded stiffener as shown on C9 (at the cornice detail), shall be braced back to the parapet at intervals no more than 48" on center.
- F. All signage, with the exception of addressing or otherwise exempt signage, shall be reviewed in a follow-up historic resource review. An apartment sign, to be approved through a future review, must be of comparable sign as the sign shown in the concept, which is shown as 20 square feet.

By:   
Kristen Minor, Historic Landmarks Commission Chair

Application Filed: August 10, 2021  
Decision Filed: March 15, 2022

Decision Rendered: March 14, 2022  
Decision Mailed: March 30, 2022

**Last date to Appeal: April 13, 2022 by 4:30 pm**

**Effective Date (if no appeal): April 14, 2022 Decision may be recorded on this date**

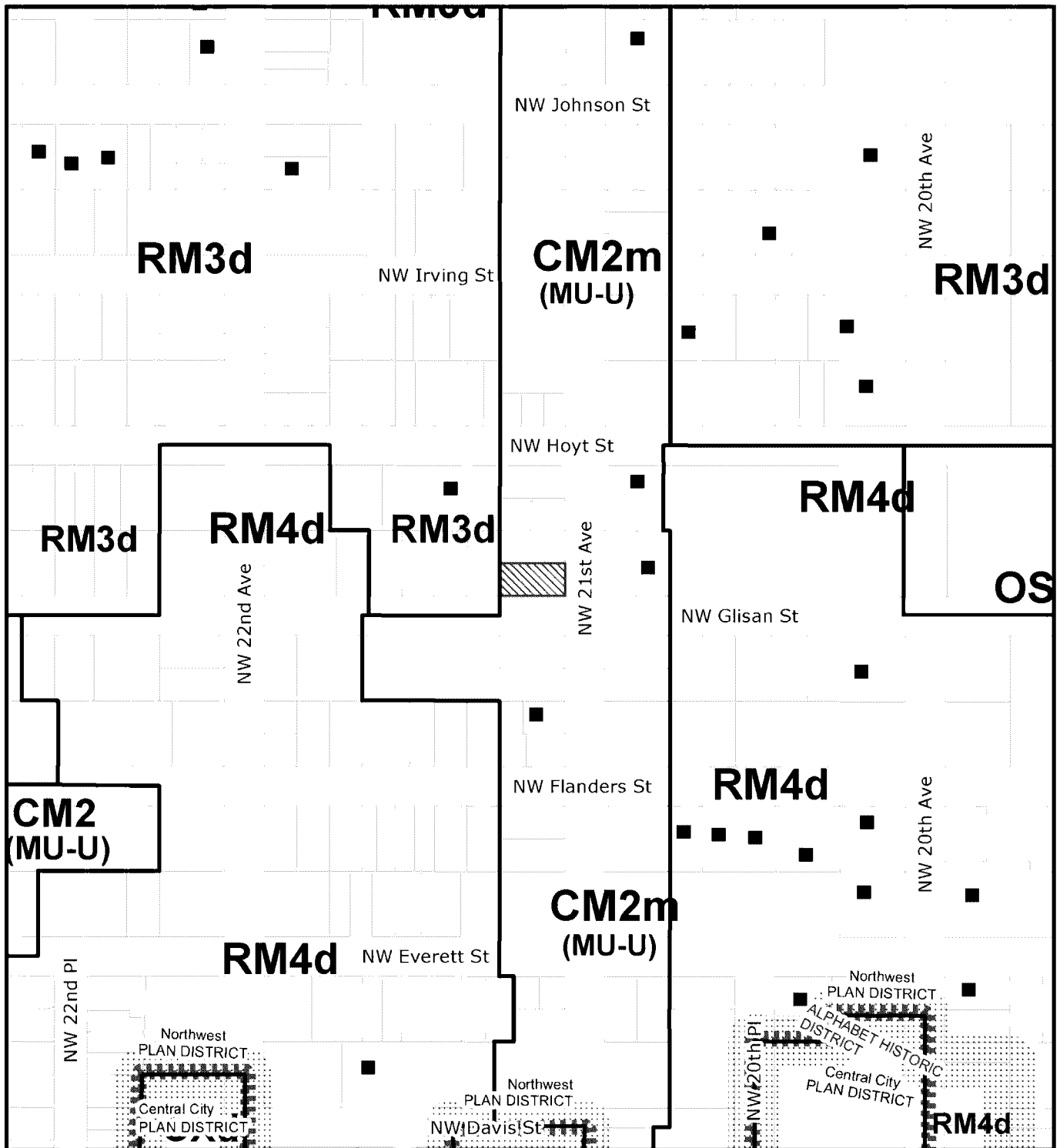
Kimberly Tallant, Principal Planner

City of Portland  
Bureau of Development Services  
1900 SW Fourth Ave, #5000  
Portland, OR 97201

Date: April 14, 2022

  
Representative





# ZONING



For Zoning Code in effect Post August 1, 2021

NORTHWEST PLAN DISTRICT  
ALPHABET HISTORIC DISTRICT



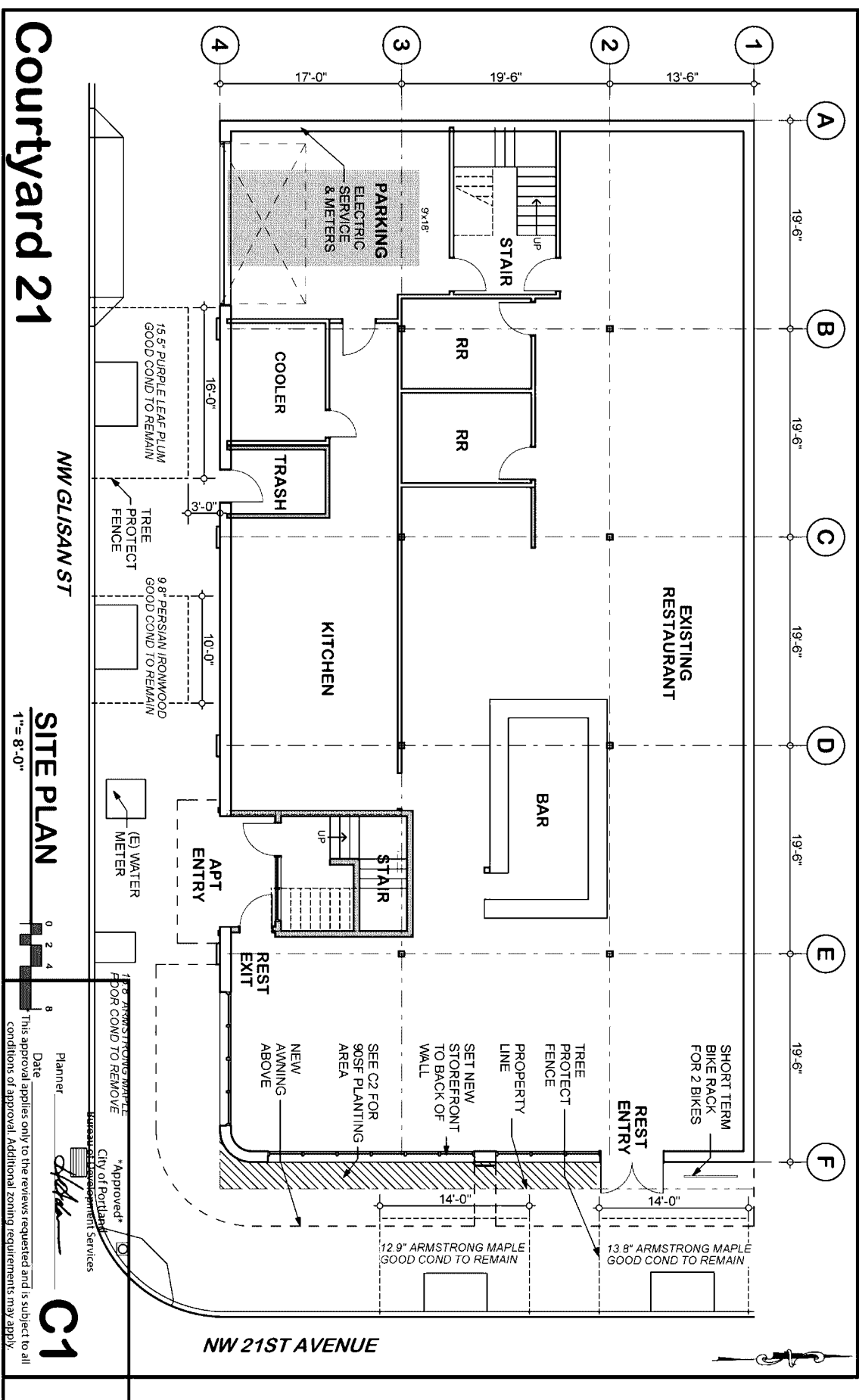
Site



Historic Landmark

File No.	LU 21 - 076261 HR
1/4 Section	3027
Scale	1 inch = 200 feet
State ID	1N1E33CA 400
Exhibit	B Aug 11, 2021



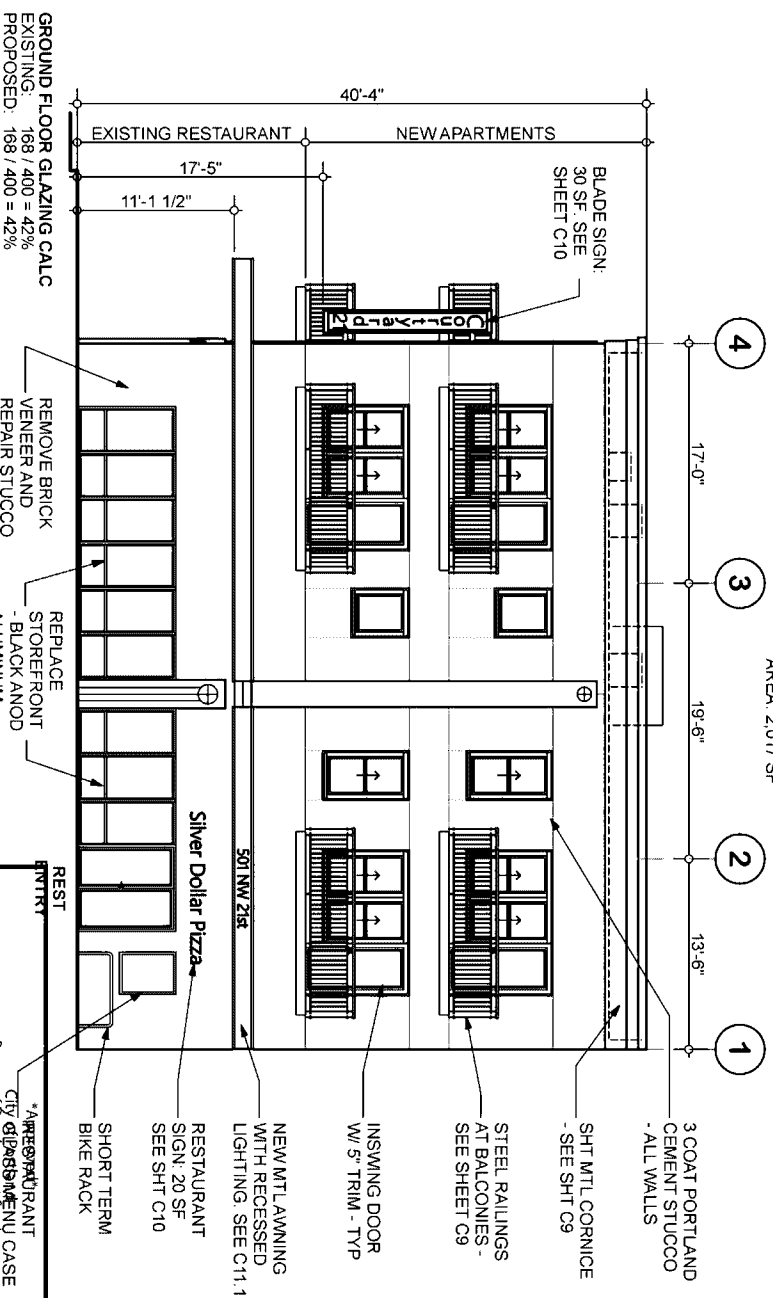


LU 21-076261 HR C002



EAST FACADE GLAZING CALC  
488 / 2,017 = 24% GLAZING

PRIMARY FACADE  
HEIGHT: 40'-6 1/4"  
AREA: 2,017 SF



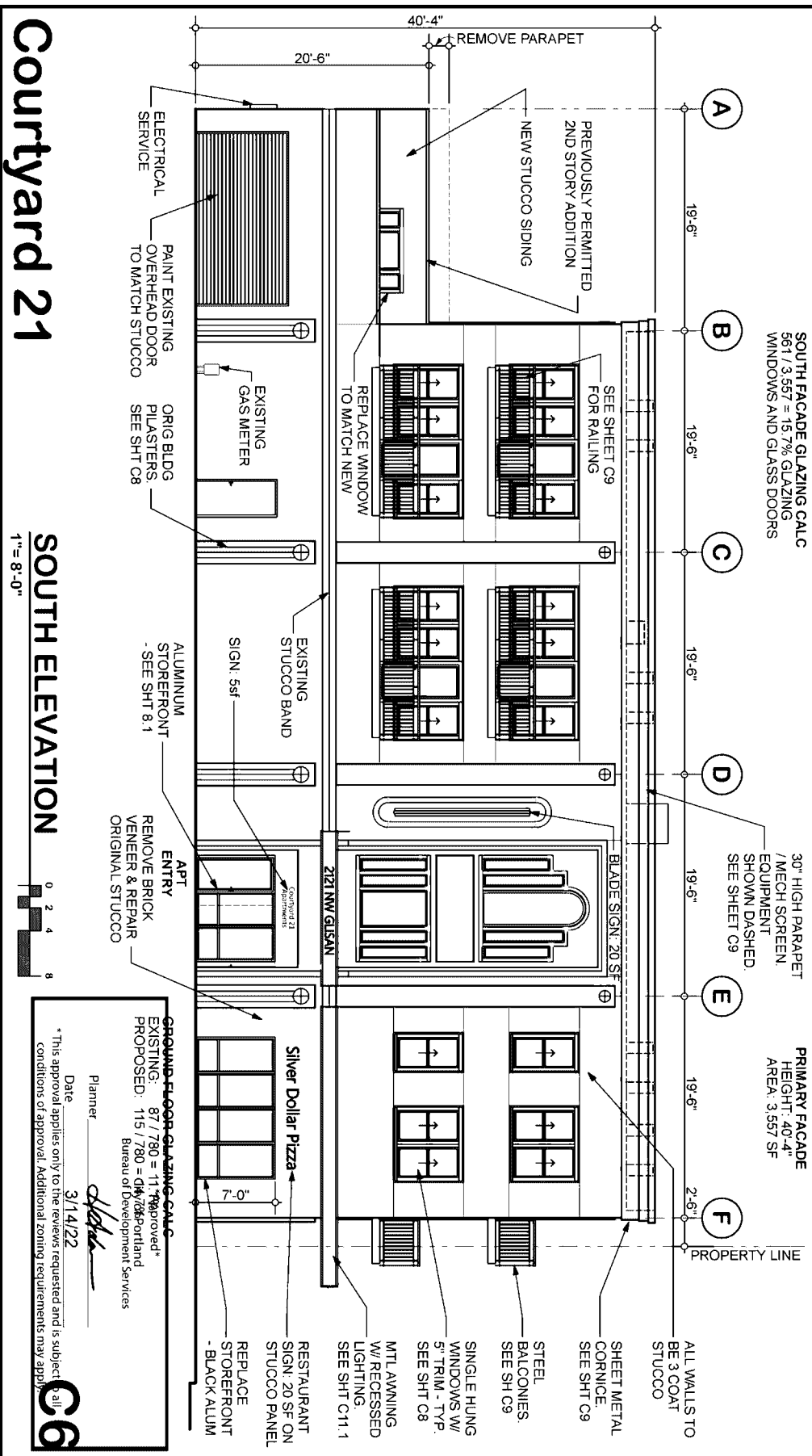
Courtyard 21

EAST ELEVATION  
1" = 8'-0"

Planner: *[Signature]*  
Date: 3/14/22  
\*This approval applies only to the review requested and is subject to all conditions of approval. Additional zoning requirements may apply.

LU 21-076261 HR C006









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**Bureau of Development Services**  
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Dan Ryan, Commissioner  
Rebecca Esau, Director  
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## **FINAL FINDINGS AND DECISION BY THE HISTORIC LANDMARKS COMMISSION RENDERED ON March 14, 2022**

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**CASE FILE NUMBER: LU 21-076261 HR  
PC # 20-188301**

### **Courtyard 21**

**BUREAU OF DEVELOPMENT SERVICES STAFF:** Hillary Adam 503-823-8953 /  
[Hillary.Adam@portlandoregon.gov](mailto:Hillary.Adam@portlandoregon.gov)

### **GENERAL INFORMATION**

**Applicant:** Jack Lyon [jack@investmentbuilders.net](mailto:jack@investmentbuilders.net) / 503-805-1818  
Investment Builders LLC  
3411 NE 65th St  
Vancouver, WA 98661

**Owner:** 21 Glisan LLC  
PO Box 4803  
Parker, CO 80134-1462

**Owner's  
Representative:** Brad Johnson [501glisan@dragonreef.com](mailto:501glisan@dragonreef.com) / 303-396-2322  
21 Glisan LLC  
11640 SW Jody St  
Beaverton, OR 97005

**Site Address:** 501 NW 21ST AVE

**Legal Description:** BLOCK 18 LOT 4, KINGS 2ND ADD  
**Tax Account No.:** R452303010  
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**Neighborhood:** Northwest District, contact Greg Theisen at  
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**District Coalition:** Neighbors West/Northwest, contact Mark Sieber at 503-823-4212.



**Plan District:** Northwest  
**Other Designations:** Non-contributing resource in the Alphabet Historic District

**Zoning:** CM2(MU-U)m – Commercial Mixed-Use 2 with Centers Main Street overlay and Historic Resource Portetion overlay

**Case Type:** HR – Historic Resource Review  
**Procedure:** Type III, with a public hearing before the Historic Landmarks Commission. The decision of the Historic Landmarks Commission can be appealed to City Council.

**Proposal:**

The applicant proposes to add two stories of apartments over an existing one-story noncontributing building that contains a restaurant in the Alphabet Historic District. The proposed new second and third levels will contain four apartments each, centered around an enclosed courtyard, with a new lobby/stair and recycling/trash room at the ground level.

Historic resource Review is required because the proposal is for non-exempt exterior alterations in a historic district.

**Relevant Approval Criteria:**

In order to be approved, this proposal must comply with the criteria of Title 33. The relevant criteria are:

- Community Design Guidelines
- Historic Alphabet District: Community Design Guidelines Addendum

## ANALYSIS

**Site and Vicinity:** The subject property is located at the northwest corner of the NW 21<sup>st</sup> Avenue and NW Glisan Street. It is a one-story retail building used as a restaurant – the Silver Dollar Pizza Company. It is Utilitarian in its design with modest Art Deco details. The primary entries face east, along NW 21<sup>st</sup> Avenue. With regard to the interior floor plan, the restaurant kitchen is located along the south wall, along NW Glisan Street.

The following is from the Alphabet Historic District National Register nomination and describes changes to the building over time:

“This commercial building is located on a corner lot and anchors the busy intersection of NW 21<sup>st</sup> and NW Glisan Street. It is a one-story structure with a modified rectilinear plan, a concrete foundation, and flat roof with metal coping. The roof has a mansard marquee covered with wood shingles. The exterior is primarily sheathed in stucco, with brick trim added in 1973. The south facade is organized into five bays, while the primary (east) facade is divided into two bays. The bays are divided by pilasters with simple Art Deco decoration. The main entrance is located on the east facade. It has glass double doors with a tripartite, imitation stained-glass transom. There are two slab service doors at the south facade. Large, fixed, horizontal, aluminum sash windows predominate. Alterations to this building are extensive. The original doors were replaced in 1950, with a side door covered by masonry that same year. Two doors were added in 1950. An additional set of doors was added to the south wall in 1964. A single window was added to the south wall in 1964. The front (east) windows were covered in 1966, and the original marquee was replaced in 1973.”

In addition to the changes noted, the property also received a 2009 approval for a wood paneled roll-up door to replace two person doors in the westernmost bay; the garage door that



was ultimately installed appears to be steel. In 2011, there was an approval for a windowless roof extension above the westernmost bay; this appears to have been constructed with horizontal siding and includes vinyl windows despite the approved drawing showing neither of these elements. Additionally, at some point between 2016-2017, the wood shingles on the mansard marquee were replaced with metal and there does not appear to be a land use review approving this material change.

With regard to street classifications, both NW 21<sup>st</sup> and NW Glisan are Transit Access Streets, making them both “transit streets”. NW 21<sup>st</sup> is a Neighborhood Collector Street, Neighborhood Main Street, and Major City Walkway. NW Glisan is a Local Service Traffic Street, a City Bikeway and City Walkway.

The Alphabet Historic District is an area of Portland significant for its concentration of intact late 19<sup>th</sup> and early 20<sup>th</sup> Century, mostly middle class, housing stock and small-scale commercial buildings. Of special note are the many mid-sized apartment and institutional buildings. Many of these are in the various Period Revival styles, e.g. Tudor, Spanish Colonial, Byzantine, Jacobean, etc. and this is especially the case in the immediate vicinity of the proposed new development. The area is characterized by a grid of narrower, more tree-lined, east-west residential streets, named alphabetically after prominent Portlanders of the day, which are crossed by generally more robust north-south avenues. Two of these, NW 21<sup>st</sup> Avenue and NW 23<sup>rd</sup> Avenue are low-scale business corridors featuring a mix of purpose-built commercial structures and converted houses.

**Zoning:** The Commercial/Mixed Use 2 (CM2) zone is a medium-scale zone intended for sites in a variety of centers, along corridors, and in other mixed use areas that have frequent transit service. The zone allows a wide range and mix of commercial and residential uses, as well as employment uses that have limited off-site impacts. Buildings in this zone will generally be up to four stories tall unless height and floor area bonuses are used, or plan district provisions specify other height limits. Development is intended to be pedestrian-oriented, provide a strong relationship between buildings and sidewalks, and complement the scale of surrounding residentially zoned areas.

The Historic Resource Protection overlay is comprised of Historic and Conservation Districts, as well as Historic and Conservation Landmarks and protects certain historic resources in the region and preserves significant parts of the region’s heritage. The regulations implement Portland’s Comprehensive Plan policies that address historic preservation. These policies recognize the role historic resources have in promoting the education and enjoyment of those living in and visiting the region. The regulations foster pride among the region’s citizens in their city and its heritage. Historic preservation beautifies the city, promotes the city’s economic health, and helps to preserve and enhance the value of historic properties.

The Centers Main Street “m” overlay zone encourages a mix of commercial, residential and employment uses on the key main streets within town centers and neighborhood centers identified in the Comprehensive Plan. The regulations are intended to encourage a continuous area of shops and services, create a safe and pleasant pedestrian environment, minimize conflicts between vehicles and pedestrians, support hubs of community activity, and foster a dense, urban environment with development intensities that are supportive of transit.

The Northwest Plan District implements the Northwest District Plan, providing for an urban level of mixed-use development including commercial, office, housing, and employment. Objectives of the plan district include strengthening the area’s role as a commercial and residential center. The regulations of this chapter: promote housing and mixed-use development; address the area’s parking scarcity while discouraging auto-oriented developments; enhance the pedestrian experience; encourage a mixed-use environment, with transit supportive levels of development and a concentration of commercial uses, along main



streets and the streetcar alignment; and minimize conflicts between the mixed-uses of the plan district and the industrial uses of the adjacent Guild's Lake Industrial Sanctuary.

The Alphabet Historic District is an area of Portland significant for its concentration of intact late 19<sup>th</sup> and early 20<sup>th</sup> Century, mostly middle class, housing stock and small-scale commercial buildings. Of special note are the many mid-sized apartment and institutional buildings. Many of these are in the various Period Revival styles, e.g. Tudor, Spanish Colonial, Byzantine, Jacobean, etc. and this is especially the case in the immediate vicinity of the proposed new development. The area is characterized by a grid of narrower, more tree-lined, east-west residential streets, named alphabetically after prominent Portlanders of the day, which are crossed by generally more robust north-south avenues. Two of these, NW 21<sup>st</sup> Avenue and NW 23<sup>rd</sup> Avenue are low-scale business corridors featuring a mix of purpose-built commercial structures and converted houses.

**Land Use History:** City records indicate that prior land use reviews include:

- LU 11-179646 HDZ – Historic Design Review approval for a new raised rooftop extension at the west end of the building, reaching a total height of 20'-6".
- LU 09-136346 HDZ – Historic Design Review approval for a new wooden paneled roll-up garage door to replace two existing person doors.

**Agency Review:** A "Notice of proposal in Your Neighborhood" was mailed **January 4, 2022**.

The **Bureau of Parks-Forestry Division** initially responded with the following comment: "Urban Forestry does not recommend approval at this time. It appears that street trees required to be preserved as per UF EA Response EA 21-188301 may be impacted." Please see Exhibit E-1 for additional details.

The applicant worked with Urban Forestry to provide the requested information and a revised response was provided on February 8, 2022. The revised response includes a condition of approval that "no more than 30% of canopy can be pruned from Red Maples along NW 21<sup>st</sup> Avenue for development".

The **Bureau of Transportation Engineering** responded with the following comment: "The applicant will be required to upgrade the corner ADA ramp to current standards as a condition of building permit approval. In addition, any damaged sidewalk sections must be repaired after construction of the apartment addition.

Given the narrow area for construction of the additional units, the sidewalks are likely to be damaged. Reconstruction of the frontages shall be a condition of building permit approval. Since the existing building is to remain and it is constructed to the street property line, no dedication will be required.

The existing driveway curb cut on NW Glisan must be removed unless it leads to a legal parking or loading space per Title 33 standards as interpreted by BDS planners. If BDS determined the curb cut leads to a legal parking/loading space that meets all the development standards in Title 33.266."

PBOT also noted that the NW 21<sup>st</sup> Avenue frontage will need to be reconstructed with a 4.5-6-1.5 configuration and the NW Glisan frontage will need to be reconstructed with a 4.5-6-1.5 configuration. Please see Exhibit E-2 for additional details.

The **Site Development Section of BDS** responded with the following comment: "The applicant must submit a geotechnical report with the building permit application. The geotechnical report must be prepared by an Oregon-registered professional engineer with experience in geotechnical engineering. The report must contain recommendations for site preparation,



seismic design, and foundation support. The report must also summarize the engineer's evaluation of liquefaction." Please see Exhibit E-3 for additional details.

The **Life Safety Division of BDS** responded with the following comments:

1. A separate Building Permit is required for the work proposed and the proposal must be designed to meet all applicable building codes and ordinances. OSSC 105.1.
2. A separate Mechanical Permit is required for the work proposed OSMC 106.1.
3. It is recommended the applicant request a Preliminary Life Safety Meeting to verify building code requirements. Information about the Preliminary Meeting process is available online at: <https://www.portland.gov/bds/early-assistance/life-safety-preliminary-meetings>.
4. Most occupancy groups and construction types require exterior walls less than 30 feet to a property line to have 1-hour fire-rated construction. Please verify required wall rating based on Table 602.
5. Exterior walls located less than or equal to 10 feet to a property line must be 1-hour fire-rated for exposure to fire from both sides.
6. Exterior walls located more than 10 feet to a property line must be 1-hour fire-rated for exposure to fire from the inside only. OSSC 602.1, 705.5.
7. Openings in exterior walls less than 3 feet to a property line are not allowed. Unprotected openings in exterior walls less than 5 feet to a property line are not allowed in an un-sprinklered building. OSSC 705.8.
8. Doors and windows shall not open or project into the public right-of-way. An approved appeal through PBOT is required for any doors or windows that project into the public right-of-way. OSSC 3202.2

Please see Exhibit E-4 for additional details.

The following Bureaus have responded with no issue or concerns:

- Bureau of Environmental Services
- Fire Bureau
- Water Bureau

*Staff notes the following:*

*On Urban Forestry comments: Staff has included the condition of approval as part of this recommendation.*

*On PBOT comments: The existing parking space was approved in 2009. No changes are proposed; therefore, it is allowed to remain as-is.*

**Neighborhood Review:** A Notice of Proposal in Your Neighborhood was mailed on **January 4, 2022**.

Two written responses have been received from the Neighborhood Association in response to the proposal.

- Northwest District Association, represented by Steve Pinger, wrote on January 11, 2022, noting general support for the addition of upper floors at this important neighborhood intersection, and support for the arrangement of the blade sign and entry bay. They noted concerns with the building frontages at sidewalk level including canopy design, storefront window size and composition, number of street trees on Glisan, and need for enhanced pedestrian lighting. They also questioned the Mediterranean idiom, durability of synthetic finishes, and over-brightness of white finish. See Exhibit F-1.
- Carol Rentschler, on January 18, 2022, wrote in with concerns about the quality of the design. See Exhibit F-2.

*Staff note:* Staff shared some similar concerns and addressed these concerns in the findings of the original staff report and below.



**Procedural History:**

This application was submitted on August 10, 2021 and deemed incomplete on September 9, 2021. Following receipt of some of the requested information, the application was deemed complete on December 8, 2021. A first hearing was scheduled for January 24, 2022. At that hearing, the Commission agreed with the staff report of denial and requested the applicant make changes. A return hearing was scheduled for February 28, 2022. At the second hearing, the Commission supported staff's revised recommendation of denial and asked the applicant to return in two weeks, on March 14, 2022, with some additional changes.

**ZONING CODE APPROVAL CRITERIA**

**Chapter 33.846.060 - Historic Resource Review**

**Purpose of Historic Resource Review**

Historic Resource Review ensures the conservation and enhancement of the special characteristics of historic resources.

**Historic Resource Review Approval Criteria**

Requests for Historic Resource Review will be approved if the review body finds the applicant has shown that all of the approval criteria have been met.

**Findings:** The site is located within the Alphabet Historic District and the proposal is for a non-exempt treatment. Therefore, Historic Resource Review approval is required. The approval criteria are the *Community Design Guidelines* and the *Historic Alphabet District Community Design Guidelines Addendum*.

*Staff has considered all guidelines and addressed only those applicable to this proposal.*

**Historic Alphabet District - Community Design Guidelines Addendum**

**1. Historic Changes.** Most properties change over time; those changes that have acquired historic significance will be preserved.

**Findings:** The existing building was constructed in 1940, at the end of the period of significance; however, it is designated a non-contributing resource due to multiple alterations over the decades. None of these alterations have acquired historic significance and the changes proposed will not affect their significance or lack thereof. *This guideline is met.*

**2. Differentiate New from Old.** New additions, exterior alterations, or related new construction will retain historic materials that characterize a property to the extent practicable. Replacement materials should be reasonable facsimiles of the historic materials they replace. The design of new construction will be compatible with the historic qualities of the district as identified in the Historic Context Statement.

**Findings:** The proposed design shows that original elements such as the pilasters with simple Art Deco decoration are to remain and will be carried upward in the new addition, though simpler in their design, thus differentiated from the original. While little of the original design remains, the elements that do remain inform the proposed design, thus lending to the compatibility of the proposed addition with the historic district.

Following the first hearing, the applicant revised the design in response to Commission comments including simplifying the parapet to be more reflective of the original



building's construction period and style, curving the upper level southern corner walls to reflect the curve at the southeast ground level corner, revising the entry bay upper level windows, revising the west façade deck to a south façade balcony, and expanding the area of storefront windows at the ground level.

Since the second hearing the applicant has also revised the recessed shared residential entry/restaurant egress in both plan and elevation to give more prominence to the residential entry, simplified the metal canopies, and now shows the original grooved belly band which had previously been shown to be modified.

Thus the proposal retains original materials that characterize the property and takes cues from the original design and the district as a whole with regard to the new elements to be added.

*This guideline is met.*

**3. Hierarchy of Compatibility.** Exterior alterations and additions will be designed to be compatible primarily with the original resource, secondarily with adjacent properties, and finally, if located within a historic or conservation district, with the rest of the District. Where practical, compatibility will be pursued on all three levels. New development will seek to incorporate design themes characteristic of similar buildings in the Historic Alphabet District.

**Findings:** In addition to carrying the pilasters into the addition, the proposed upper floors are to be clad in a 3-coat stucco system, which is compatible with the stucco at the ground floor. The applicant also proposes to remove the brick veneer which was added in 1973 and to repair this area with stucco. The half-story addition located at the west end of the building was constructed in 2012 and is clad in lap siding which was not approved. This addition is now noted to be reclad with stucco, as are all elevations.

The Alphabet Historic District has a very rich collection of distinctive apartment building entries. At the first hearing, staff and the Commission noted that the proposed entry, which consisted of a single door next to another single door slightly further recessed, needed to be reconsidered. The Commission discussed the challenges of this entry with the applicant, recommending that the restaurant egress be relocated or turned to face west to minimize confusion at the apartment entry. At the second hearing, the applicant presented a revised drawing showing such a configuration, along with expanded glazing in a single-plane wall providing views into a small residential entry which now occupies the full recess.

The original drawings indicated that vinyl windows were proposed. Following discussion with the Commission at the first hearing, the applicant is now proposing fiberglass single-hung windows at the apartments, with fixed fiberglass windows at the upper level entry bay. The 2012 addition includes existing vinyl windows which were not approved through historic design review, and these are also proposed to be changed to fiberglass. New ground level storefront windows and doors are proposed to be aluminum.

The prior staff reports noted that not only was the window material important to revise, but the detail of the surround of the windows needed to be considered. The applicant revised the window surrounds to show an additional trim piece than previously shown, however, no material was identified and only a horizontal window section was provided. At the second hearing, the Commission provided comments on the window details and the applicant has revised the details in response to show better sash and trim details which will help ensure better protection against moisture infiltration as well as be more compatible with historic detailing. At the third and final hearing, the applicant responded to staff's suggested condition that the trim should be wood, arguing that



fiber cement would be a more durable material. The commission agreed with the applicant and modified the condition to require upper-level window trim to be painted smooth-finish fiber cement.

***With the condition that all trim at upper-level windows shall be painted smooth-finish fiber cement, this guideline is met.***

### **Community Design Guidelines**

**P1. Plan Area Character.** Enhance the sense of place and identity by incorporating site and building design features that respond to the area's desired characteristics and traditions.

**Findings:** The Northwest District Plan identifies this property's area as a Streetcar Main Street and describes the desired characteristics and traditions as follows: "The Streetcar Era structures that define the character of the main streets, portions of which are located within the Alphabet Historic District, should be preserved or adaptively reused. New development should incorporate architectural features that characterize the district's main streets, such as large storefront windows, awnings and upper-story residences, and should continue the historic pattern of a continuous frontage of buildings and active uses located close to sidewalks. Large retail developments should be integrated into the main streets' fine-grain urban pattern and mix of uses through strategies such as including spaces suitable for small tenants along street frontages or by including upper-floor residences. Where appropriate, development should include outdoor space for dining and other activities that contribute to a vibrant urban environment. Disruptions to the continuity of the main street pedestrian environment by curb cuts, driveways, garage fronts and surface parking areas should be avoided."

The proposal meets this guideline by introducing upper-level residential units atop this one-story non-contributing resource. Additionally, the existing storefront windows along NW 21<sup>st</sup> Avenue will be expanded to provide greater visibility between the interior and exterior.

*This guideline is met.*

**P2. Historic and Conservation Districts.** Enhance the identity of historic and conservation districts by incorporating site and building design features that reinforce the area's historic significance. Near historic and conservation districts, use such features to reinforce and complement the historic areas.

**Findings:** As is noted under Guideline #3 above, the proposal is achieving compatibility by proposing 3-coat stucco on the upper levels of the new addition and by carrying the existing pilasters up into the upper levels. The introduction of additional floors above this one-story non-contributing resource at this significant corner in the Alphabet Historic District strengthens the historic and dense commercial character of the district.

Since the first staff report, the applicant has revised the proposal to show that 3-coat stucco is now proposed on all elevations as well as at the 2012 addition. The proposed windows, including those at the 2012 addition, have also been revised to indicate they will be fiberglass, not vinyl. Following the first hearing, the applicant has revised the design of the upper levels to better reflect the character of the existing building which was built in 1940, at the end of the district's period of significance. The 2-story addition is a bit of a combination of Art Moderne and Art Deco with the streamlined horizontality emphasized with the curved corners and flattened cornice wrapping around the building and verticality highlighted with the pilasters and narrow arched window with



stepped sidelights. These revisions to the addition complement the character of the existing building and the district as a whole.

*This guideline is met.*

**P3. Gateways.** Develop or strengthen the transitional role of gateways in adopted community and neighborhood plans.

**Findings:** While this intersection is identified in the Northwest District Plan as a Neighborhood Focal Point, it is not identified as a Gateway. *This guideline is not applicable.*

**E1. The Pedestrian Network.** Create an efficient, pleasant, and safe network of sidewalks and paths for pedestrians that link destination points and nearby residential areas while visually and physically buffering pedestrians from vehicle areas.

**Findings:** PBOT has indicated that the sidewalks will need to be reconstructed to meet current standards, including a new ADA ramp at the corner, but that no dedications will be required.

The applicant is proposing a new canopy to cover the areas currently protected by canopy and will introduce LED lighting to the underside of the canopy to illuminate the sidewalk at night.

The applicant previously proposed landscaped area along the NW 21<sup>st</sup> Avenue frontage where the building is set back from the property line in order to meet a 15% landscaped area Code requirement as part of nonconforming upgrades. The Commission did not believe that this area was appropriate for landscaping in that it is an urban public sidewalk in a commercial district and also located beneath a canopy. The Commission found that this area was better suited for tables and chairs for patrons of the first level restaurant to remain as this seating helps to activate the streetscape. The applicant has thus moved the proposed landscaping to the second-floor courtyard where it can provide a bit of a buffer between this communal space and the apartments that surround it.

*This guideline is met.*

**E2. Stopping Places.** New large-scale projects should provide comfortable places along pedestrian circulation routes where people may stop, visit, meet, and rest.

**E3. The Sidewalk Level of Buildings.** Create a sense of enclosure and visual interest to buildings along sidewalks and pedestrian areas by incorporating small scale building features, creating effective gathering places, and differentiating street level facades.

**Findings:** As is noted in the findings immediately above, the existing condition offers café seating beneath a canopy along the NW 21<sup>st</sup> Avenue and NW Glisan Street frontages. The revised proposal shows the landscaped area that was originally proposed in this location to be relocated to the second-floor courtyard. The two required short-term bicycle parking spaces have been relocated to the NW 21<sup>st</sup> Avenue frontage within the boundary of the property, however, the rest of this space will remain open and available for café seating.

*This guideline is met.*

**E4. Corners that Build Active Intersections.** Create intersections that are active, unified, and have a clear identity through careful scaling detail and location of buildings, outdoor areas



and entrances.

**Findings:** The proposal at the ground level has been revised to show an increase in the amount of storefront glazing on both frontages, where possible. As was discussed at the January 24, 2022 hearing, the existing walls are made of concrete and act as shear walls, thus reducing the ability to increase the width of openings, however, the total height has been increased by removing the bulkheads below the storefronts on the east façade. The storefronts are not shown to be operable as was discussed as a possibility at the hearing on January 24, 2022. On the south façade, the interior layout of the restaurant kitchen, which is to remain unchanged with the exception of a reduction in the size of the cooler to allow for insertion of a trash room within the same footprint, makes substantial revisions to the south façade infeasible.

At the first hearing, the Commission discussed ways to make the combined residential entry/restaurant egress more successful, including relocating the restaurant egress to the east wall of the recess. This change was presented at the February 28<sup>th</sup> hearing and now allows retail activity to be concentrated at the east with residential activity more clearly distinguished and protected on the south.

The revised design further emphasizes the corner by carrying the existing curved corner up into the second and third floors. The apartment signage is proposed to remain in the second bay as to highlight the location of the apartment entry. The ground level café seating area is proposed to remain which will help to activate this corner. The canopy and outdoor café seating help mark this corner which is a Neighborhood Focal Point.

*This guideline is met.*

**E5. Light, Wind, and Rain.** Enhance the comfort of pedestrians by locating and designing buildings and outdoor areas to control the adverse effects of sun, shadow, glare, reflection, wind, and rain.

**Findings:** The proposal includes a canopy extending nearly the length of the existing canopy. While previously shown to wrap the full length of the existing canopy, the revised proposal shows that the canopy will be broken at the pilasters and the canopy over the residential entry will be distinct from the restaurant canopy. This design provides almost the same amount of coverage but is better integrated with the design of the building. This canopy will help protect pedestrians from rain and sun.

Staff notes that the Neighborhood Association expressed concern about the brightness of the stucco as represented in the rendering. A bright white stucco may result in some glare that could be toned down with a more neutral color; however, Art Moderne buildings were often white in color.

*This guideline is met.*

**D1. Outdoor Areas.** When sites are not fully built on, place buildings to create sizable, usable outdoor areas. Design these areas to be accessible, pleasant, and safe. Connect outdoor areas to the circulation system used by pedestrians.

**D3. Landscape Features.** Enhance site and building design through appropriate placement, scale, and variety of landscape features.

**Findings for D1 & D3:** The building's footprint is already established at the property line on the south side and slightly recessed on the east. The previous proposal showed landscaping to be included in the recessed area along NW 21<sup>st</sup> in order to comply with the landscaping requirement as part of nonconforming upgrades. However, as was



discussed at the January 24, 2022 hearing, landscaping is not appropriate in this location. As such, the Commission suggested that this area should be kept clear for café seating and any landscaping should be provided at the second floor courtyard or the roof. The revised proposal shows landscaping now provided at the second-floor courtyard which will help provide some privacy to the apartments that face the courtyard.

*This guideline met.*

**D2. Main Entrances.** Make the main entrances to houses and buildings prominent, interesting, pedestrian-accessible, and transit-oriented.

**Findings:** The new main entry to the residential units is located one bay west of the easternmost bay on the south side and is paired with the restaurant egress door. The two doors are justified to the east of this bay due to the interior layout of the restaurant kitchen which is not proposed to be substantially altered as part of this proposal.

Following discussion at the first hearing and further discussion with staff, the applicant presented a revised entry design at the second hearing. The revised design responded to staff and Commission comments, relocating the restaurant egress to the east wall of the recess, allowing the residential entry to be the only door facing NW Glisan Avenue in a single plane recessed wall of windows that provides views into a small residential lobby. This revision increases glazing at the ground level and allows the residential entry to be more appropriate for the district.

The original proposal showed an arched window highlighting the entry/stair bay. The Commissioners described this arch as Romanesque and not in keeping with the existing building and the proposed addition. The applicant revised this window scheme to one with a vertical emphasis with stepped sidelights, more in keeping with Art Deco design. This window pattern is carried down to the second level windows, separated by a spandrel of stucco. The proposed entry/stair bay glazing scheme is more in keeping with the existing building than was the previous scheme and allows the entry location to be easily identified. It provides interest by adding a bit of drama to this modestly-scaled building, without overwhelming the design motif. However, because the entry bay is justified to the east and the current drawings show a large blade sign scheme filling the blank space to the west. The justified entry scheme works in this instance because it is balanced by a large sign in the leftover space. As such, staff has added a condition that an apartment sign, to be approved through a future review, must be of comparable size as the sign shown in the concept, which is shown as 20sf.

*With the condition that an apartment sign, to be approved through a future review, must be of comparable sign as the sign shown in the concept, which is shown as 20 square feet, this guideline is met.*

**D4. Parking Areas and Garages.** Integrate parking in a manner that is attractive and complementary to the site and its surroundings. Locate parking in a manner that minimizes negative impacts on the community and its pedestrians. Design parking garage exteriors to visually respect and integrate with adjacent buildings and environment.

**Findings:** The existing parking area was approved in 2009 and will remain as-is. The trash area, previously shown to be located in this location with a revised parking area, has been relocated further east, accommodated by a reduction in restaurant cooler size, so as to allow the parking area to remain as-is.



*This guideline is met.*

**D5. Crime Prevention.** Use site design and building orientation to reduce the likelihood of crime through the design and placement of windows, entries, active ground level uses, and outdoor areas.

**Findings:** The proposal shows LED lighting at the underside of the canopy, thus providing illumination to this area of the building. The building also has plentiful windows at the upper floors as well as balconies that will offer “eyes on the street”. *This guideline is met.*

**D6. Architectural Integrity.** Respect the original character of buildings when making modifications that affect the exterior. Make additions compatible in scale, color, details, material proportion, and character with the existing building.

**Findings:** The existing noncontributing building will remain primarily intact with minor alterations to the existing façade. The new addition will be constructed directly on top of the existing, with the two additional floors resulting in a proportionally scaled building for this 5,000sf footprint. The existing pilasters at the ground floor will be carried up into the upper floors with stucco detailing, though the new pilasters will be simpler and narrower than the existing wide fluted pilasters. The round detailing at the top of the existing pilasters is repeated at the top of the new pilasters with round inset stucco medallions. The rounded detailing also reappears in the new addition in the metal balcony railings, the arched detail of the extended entry, the detailing around the blade sign, the rounded corner of the canopy, and the curved corners at the south end of the building.

The proposed exterior material of the addition is to be 3-coat stucco, which is compatible with the concrete ground level stucco. The existing brick veneer which was installed in 1973 will be removed and replaced/repared with 3-coat stucco to match the original condition. In addition, the 2012 second-floor addition will also be reclad in stucco for overall coherency.

*This guideline is met.*

**D7. Blending into the Neighborhood.** Reduce the impact of new development on established neighborhoods by incorporating elements of nearby, quality buildings such as building details, massing, proportions, and materials.

**Findings:** The subject property is located at a designated Neighborhood Focal Point per the Northwest District Plan and is therefore considered a highly visible corner in the neighborhood and in this historic district. Because of this level of visibility, ensuring the addition’s compatibility with the historic character of the district is paramount. The addition of residential units above the ground floor of this existing non-contributing resource is supported and has the potential to further strengthen the significance of this corner on the commercial corridor. The proposal for a 3-coat stucco clad addition is appropriate and compatible with the existing building and the district as a whole.

Since the first hearing, the proposal has been revised to show a more modest cornice, fiberglass windows instead of vinyl, curved corners which take cues from the existing building, and larger storefront windows.

*This guideline is met.*

**D8. Interest, Quality, and Composition.** All parts of a building should be interesting to



view, of long lasting quality, and designed to form a cohesive composition.

**Findings:** Staff and the Commission had previously identified concerns related to interest, quality, and composition. The design has since been revised and meets this guideline in the following ways:

- The previously proposed vinyl windows at the upper levels have been revised to fiberglass, which is more compatible with the historic district.
- Three-coat stucco is now proposed on all elevations, including on the 2012 addition, the interior courtyard, and the entry recess for a more cohesive and high-quality expression.
- The landscaping previously proposed at the ground floor of NW 21<sup>st</sup> Avenue has been relocated to the second-floor courtyard which is more appropriate for this urban commercial district.
- The residential canopy is now distinct from the retail canopy, with the canopy broken at the pilasters.
- The northernmost windows on the east façade have been shifted away from the building edge and the northern edge of the building is now more substantial.
- Greater symmetry and cohesion in the fenestration pattern has now been achieved in that the upper and lower windows now have a stronger vertical alignment with each other.
- The previously proposed sliding balcony doors at the upper levels have been revised to in-swinging single doors, which is more compatible with the historic district.
- The post-supported deck at the west façade has been removed and replaced with a balcony on the south façade.
- The restaurant egress has been relocated to the east wall of the recess, combined with further recessing of the wall of the residential entry so that there is no jog in this wall plane.
- The existing belly band is shown to remain as is, with newly exposed areas shown to reflect the grooved character of the belly band.
- The canopies have been revised to a simpler rectangular design with modest detailing at the edges and the balconies have been revised to an exposed tube steel frame rather than a C-channel design.
- Additional details have been provided for the round medallions, window trim and section details, connection points, and routing of electrical conduit, all showing improved quality and consideration of design.
- The curved corner of the cornice is indicated to be pre-finished sheet metal of 22 gauge and supported by a stiffener to prevent oil-canning. The applicant noted that 22-gauge sheet metal (aka steel) is the intended material for the proposal, which is stronger than aluminum. The Commission accepted the sheet metal and modified staff's original condition noting that the bonded stiffener, as shown on C9, shall be braced at intervals no more than 48" on center.
- Signage has been noted as conceptual with all signage to be approved in a follow up review, per the included condition. The proposed frame around the blade sign is indicated to be reviewed with the signage review. A condition has been added that an apartment sign, to be approved through a future review, must be of comparable sign as the sign shown in the concept, which is shown as 20 square feet.

***With the following conditions this guideline is met:***

- ***All signage, with the exception of addressing or otherwise exempt signage, shall be reviewed in a follow-up historic resource review and that an apartment sign, to be approved through a future review, must be of***



- comparable sign as the sign shown in the concept, which is shown as 20 square feet; and***
- ***The bonded stiffener as shown on C9 (at the cornice detail), shall be braced back to the parapet at intervals no more than 48” on center.***

## **DEVELOPMENT STANDARDS**

Unless specifically required in the approval criteria listed above, this proposal does not have to meet the development standards in order to be approved during this review process. The plans submitted for a building or zoning permit must demonstrate that all development standards of Title 33 can be met, or have received an Adjustment or Modification via a land use review prior to the approval of a building or zoning permit.

## **CONCLUSIONS**

The purpose of the Historic Resource Review process is to ensure that additions, new construction, and exterior alterations to historic resources do not compromise their ability to convey historic significance. As a result of revisions following staff and Commission comments, the proposal has improved from the original design. The resultant project will be a modest building of relatively simple design but will enhance this corner with a greater level of activity and presence. With the added conditions, this proposal meets the applicable Historic Resource Review criteria and therefore warrants approval.

## **HISTORIC LANDMARKS COMMISSION DECISION**

It is the decision of the Historic Landmarks Commission to approve Historic Resource Review for the addition of two stories of apartments over an existing one-story noncontributing building that contains a restaurant in the Alphabet Historic District. The proposed new second and third levels will contain four apartments each, centered around an enclosed courtyard, with a new lobby/stair and recycling/trash room at the ground level. This approval is per the approved site plans, Exhibits C-1 through C-16, signed and dated March 14, 2022, subject to the following conditions:

- As part of the building permit application submittal, the following development-related conditions (B through F) must be noted on each of the 4 required site plans or included as a sheet in the numbered set of plans. The sheet on which this information appears must be labeled "ZONING COMPLIANCE PAGE - Case File LU 21-076261 HR". All requirements must be graphically represented on the site plan, landscape, or other required plan and must be labeled "REQUIRED."
- At the time of building permit submittal, a signed Certificate of Compliance form (<https://www.portlandoregon.gov/bds/article/623658>) must be submitted to ensure the permit plans comply with the Design/Historic Resource Review decision and approved exhibits.
- No field changes allowed.
- All trim at upper-level windows shall be painted smooth-finish fiber cement material.
- The bonded stiffener as shown on C9 (at the cornice detail), shall be braced back to the parapet at intervals no more than 48” on center.
- All signage, with the exception of addressing or otherwise exempt signage, shall be reviewed in a follow-up historic resource review. An apartment sign, to be approved through a future



review, must be of comparable sign as the sign shown in the concept, which is shown as 20 square feet.

By:   
Kristen Minor, Historic Landmarks Commission Chair

Application Filed: August 10, 2021  
Decision Filed: March 15, 2022

Decision Rendered: March 14, 2022  
Decision Mailed: March 30, 2022

**About this Decision.** This land use decision is **not a permit** for development. Permits may be required prior to any work. Contact the Development Services Center at 503-823-7310 for information about permits.

**Procedural Information.** The application for this land use review was submitted on August 10, 2021, and was determined to be complete on December 8, 2021.

*Zoning Code Section 33.700.080* states that Land Use Review applications are reviewed under the regulations in effect at the time the application was submitted, provided that the application is complete at the time of submittal, or complete within 180 days. Therefore this application was reviewed against the Zoning Code in effect on August 10, 2021.

ORS 227.178 states the City must issue a final decision on Land Use Review applications within 120-days of the application being deemed complete. The 120-day review period may be waived or extended at the request of the applicant. In this case, the applicant requested that the 120-day review period be extended 35 days. Unless further extended by the applicant, **the 120 days will expire on: May 12, 2022.**

**Some of the information contained in this report was provided by the applicant.**

As required by Section 33.800.060 of the Portland Zoning Code, the burden of proof is on the applicant to show that the approval criteria are met. This report is the final decision of the Historic Landmarks Commission with input from other City and public agencies.

**Conditions of Approval.** This approval may be subject to a number of specific conditions, listed above. Compliance with the applicable conditions of approval must be documented in all related permit applications. Plans and drawings submitted during the permitting process must illustrate how applicable conditions of approval are met. Any project elements that are specifically required by conditions of approval must be shown on the plans, and labeled as such.

These conditions of approval run with the land, unless modified by future land use reviews. As used in the conditions, the term "applicant" includes the applicant for this land use review, any person undertaking development pursuant to this land use review, the proprietor of the use or development approved by this land use review, and the current owner and future owners of the property subject to this land use review.

Appeal of this decision. This decision is final unless appealed to City Council, who will hold a public hearing. **Appeals must be filed by 4:30 pm on April 13, 2022.** The appeal application form can be accessed at <https://www.portlandoregon.gov/bds/45477>. **The completed appeal application form must be e-mailed to [LandUseIntake@portlandoregon.gov](mailto:LandUseIntake@portlandoregon.gov) and to the planner listed on the first page of this decision.** If you do not have access to e-mail, please telephone the planner listed on the front page of this notice about submitting the appeal application.



If you are interested in viewing information in the file, please contact the planner listed on the front of this decision. The planner can provide some information over the phone. Please note that due to COVID-19 and limited accessibility to files, only digital copies of material in the file are available for viewing. Additional information about the City of Portland, city bureaus, and a digital copy of the Portland Zoning Code is available on the internet at <https://www.portlandoregon.gov/citycode/28197>.

If this decision is appealed, a hearing will be scheduled and you will be notified of the date and time of the hearing. The decision of City Council is final; any further appeal is to the Oregon Land Use Board of Appeals (LUBA).

Failure to raise an issue by the close of the record at or following the final hearing on this case, in person or by letter, may preclude an appeal to City Council on that issue. Also, if you do not raise an issue with enough specificity to give City Council an opportunity to respond to it, that also may preclude an appeal to LUBA on that issue.

**Who can appeal:** You may appeal the decision only if you have written a letter which was received before the close of the record at the hearing or if you testified at the hearing, or if you are the property owner or applicant. Appeals must be filed within 14 days of the decision. **An appeal fee of \$5,513.00 will be charged.**

Neighborhood associations may qualify for a waiver of the appeal fee. Additional information on how to file and the deadline for filing an appeal will be included with the decision. Assistance in filing the appeal and information on fee waivers are available from the Bureau of Development Services website: <https://www.portlandoregon.gov/bds/article/411635>. Fee waivers for neighborhood associations require a vote of the authorized body of your association. Please see appeal form for additional information.

**Recording the final decision.**

If this Land Use Review is approved the final decision will be recorded with the Multnomah County Recorder.

- *Unless appealed*, the final decision will be recorded on or after **April 14, 2022** by the Bureau of Development Services.

The applicant, builder, or a representative does not need to record the final decision with the Multnomah County Recorder.

For further information on your recording documents please call the Bureau of Development Services Land Use Services Division at 503-823-0625.

**Expiration of this approval.** An approval expires three years from the date the final decision is rendered unless a building permit has been issued, or the approved activity has begun.

Where a site has received approval for multiple developments, and a building permit is not issued for all of the approved development within three years of the date of the final decision, a new land use review will be required before a permit will be issued for the remaining development, subject to the Zoning Code in effect at that time.

**Applying for your permits.** A building permit, occupancy permit, or development permit must be obtained before carrying out this project. At the time they apply for a permit, permittees must demonstrate compliance with:

- All conditions imposed here.
- All applicable development standards, unless specifically exempted as part of this land use review.



- All requirements of the building code.
- All provisions of the Municipal Code of the City of Portland, and all other applicable ordinances, provisions and regulations of the City.

**The Bureau of Development Services is committed to providing equal access to information and hearings. Please notify us no less than five business days prior to the event if you need special accommodations. Call 503-823-7300 (TTY 503-823-6868).**

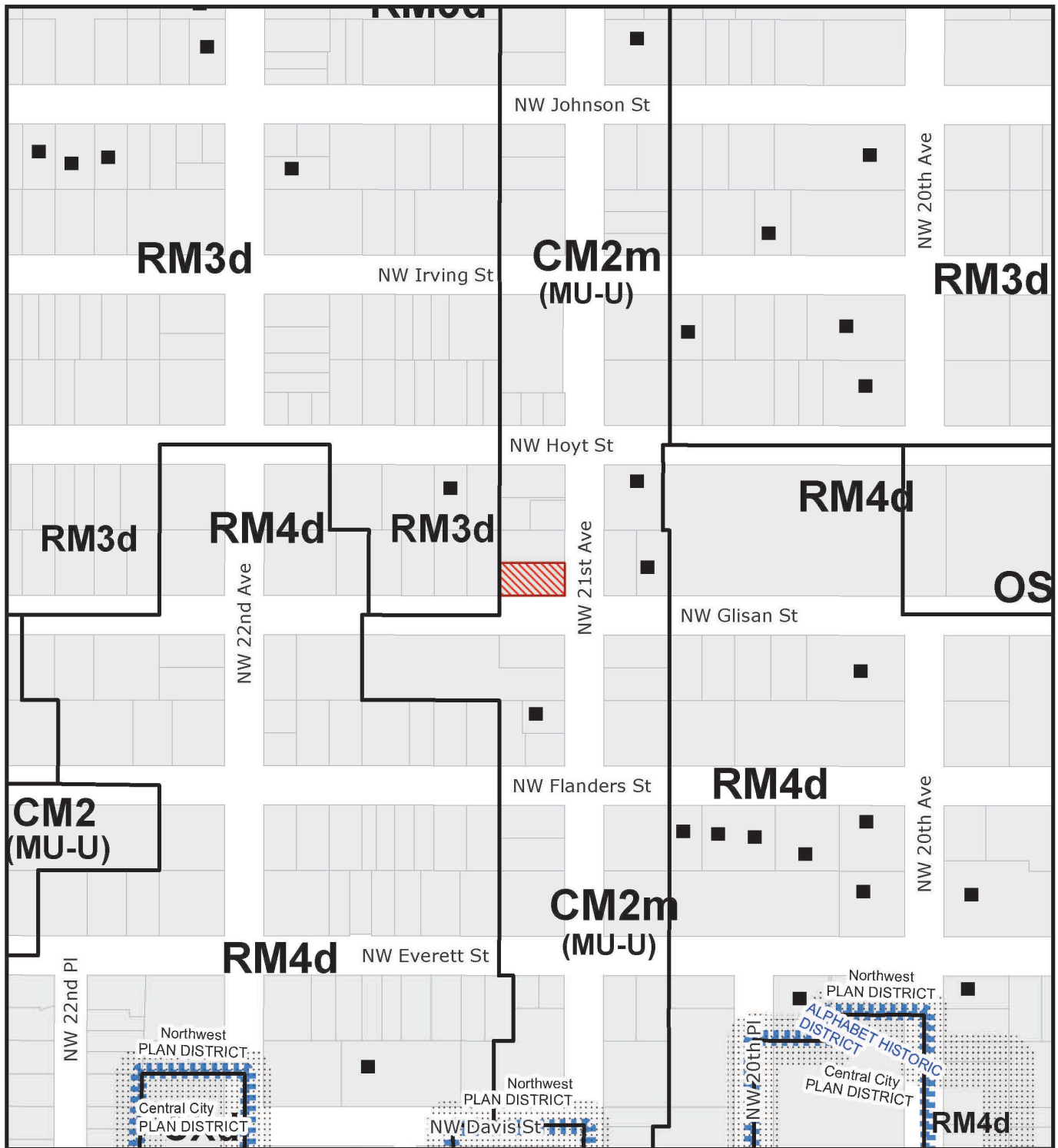
**EXHIBITS – NOT ATTACHED UNLESS INDICATED**

- A. Applicant's Statement
  - 1. Project Summary
  - 2. Original Drawing Submittal
  - 3. Appendix Drawings
  - 4. Zoning Analysis
  - 5. Fire Flow Report
  - 6. Geotech Report
  - 7. Pre-App Summary Notes
  - 8. Request to Deem Complete
  - 9. Revised Narrative
  - 10. Revised Drawings, dated December 8, 2021
  - 11. Revised Appendix, dated December 8, 2021
- B. Zoning Map (attached)
- C. Plan & Drawings
  - 1. Cover Sheet
  - 2. Site Plan (attached)
  - 3. Second Floor Plan
  - 4. Third Floor Plan
  - 5. Roof Plan
  - 6. East Elevation (attached)
  - 7. West Elevation
  - 8. South Elevation (attached)
  - 9. North Elevation
  - 10. Site Utilities Plan
  - 11. Window Specs and Wall Section Detail
  - 12. Storefront Specs and Stucco Detail
  - 13. Balcony and Cornice Detail
  - 14. Sign Concepts (not recommended for approval)
  - 15. Entry Details
  - 16. Canopy and Medallion Details
- D. Notification information:
  - 1. Request for response
  - 2. Posting letter sent to applicant
  - 3. Notice to be posted
  - 4. Applicant's statement certifying posting
  - 5. Mailed notice
  - 6. Mailing list
- E. Agency Responses:
  - 1. Bureau of Parks, Forestry Division
  - 2. Bureau of Transportation Engineering and Development Review
  - 3. Site Development Review Section of BDS
  - 4. Life Safety Division of BDS
  - 5. Bureau of Environmental Services



6. Fire Bureau
  7. Bureau of Parks, Forestry Division, revised response
- F. Letters
1. Northwest District Association, represented by Steve Pinger, wrote on January 11, 2022, noting general support for the addition of upper floors and noting some concerns with the design.
  2. Carol Annino Rentschler, on January 18, 2022, wrote in opposition, with concerns about the quality of design.
- G. Other
1. Original LUR Application
  2. Incomplete Letter, dated September 9, 2022
  3. Memo to Applicant, dated January 7, 2022
- H. Hearing
1. Staff Report, dated January 14, 2022
  2. Staff Memo, dated January 14, 2022
  3. Matrix, dated January 24, 2022
  4. Staff Presentation, dated January 24, 2022
  5. Drawings for January 24, 2022 Hearing
  6. Extension Form, dated January 27, 2022
  7. Revised Drawings, dated February 8, 2022
  8. Revised Staff Report, dated February 17, 2022
  9. Revised Staff Memo, dated February 17, 2022
  10. Revised Matrix, dated February 28, 2022
  11. Revised Drawings, dated February 28, 2022
  12. 2<sup>nd</sup> Revised Staff Report, dated March 8, 2022
  13. 2<sup>nd</sup> Revised Memo, dated March 10, 2022
  14. Testifier Sign-In Sheet





**ZONING**  NORTH

For Zoning Code in effect Post August 1, 2021

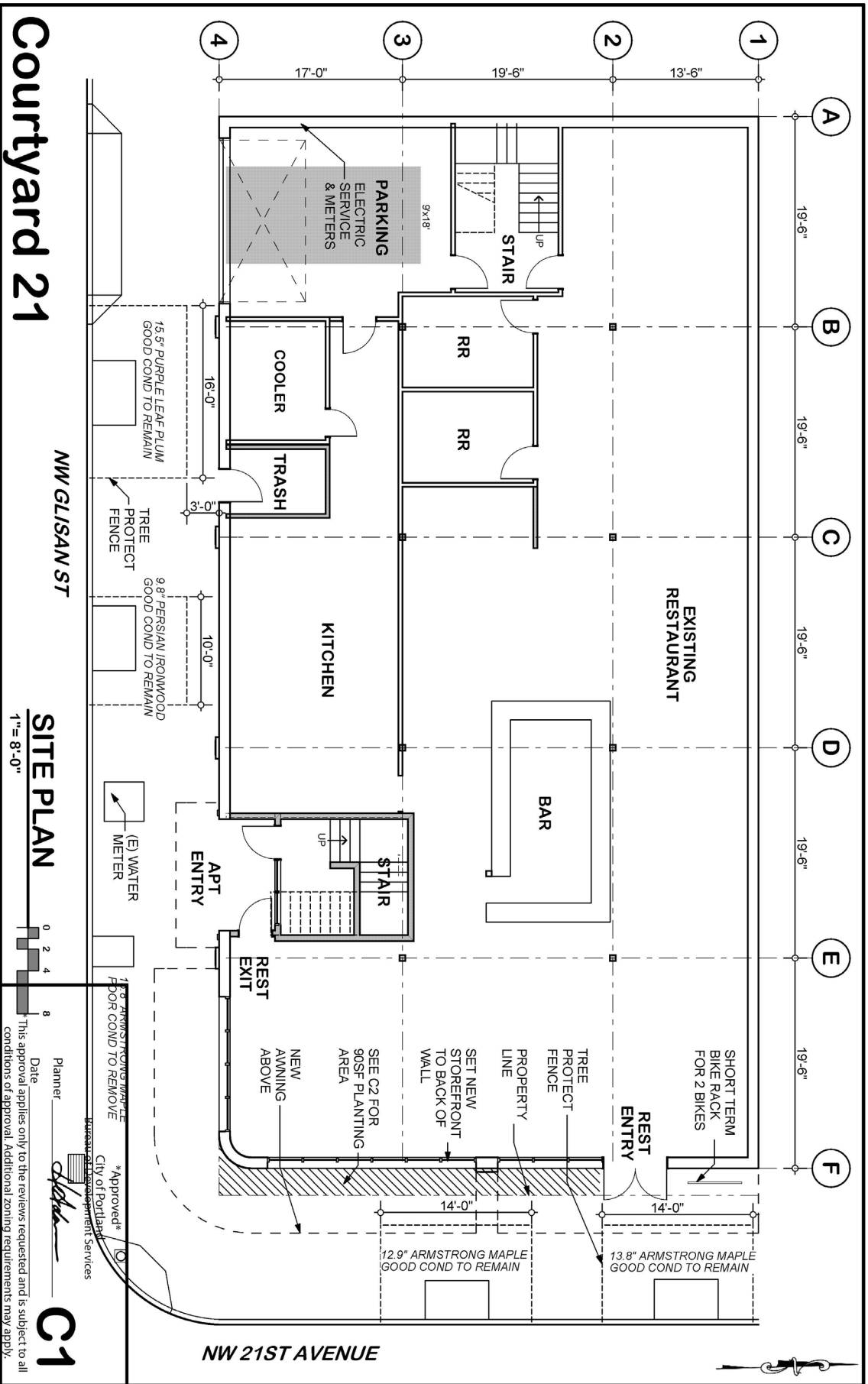
NORTHWEST PLAN DISTRICT  
ALPHABET HISTORIC DISTRICT

 Site

 Historic Landmark

File No.	LU 21 - 076261 HR
1/4 Section	3027
Scale	1 inch = 200 feet
State ID	1N1E33CA 400
Exhibit	B Aug 11, 2021

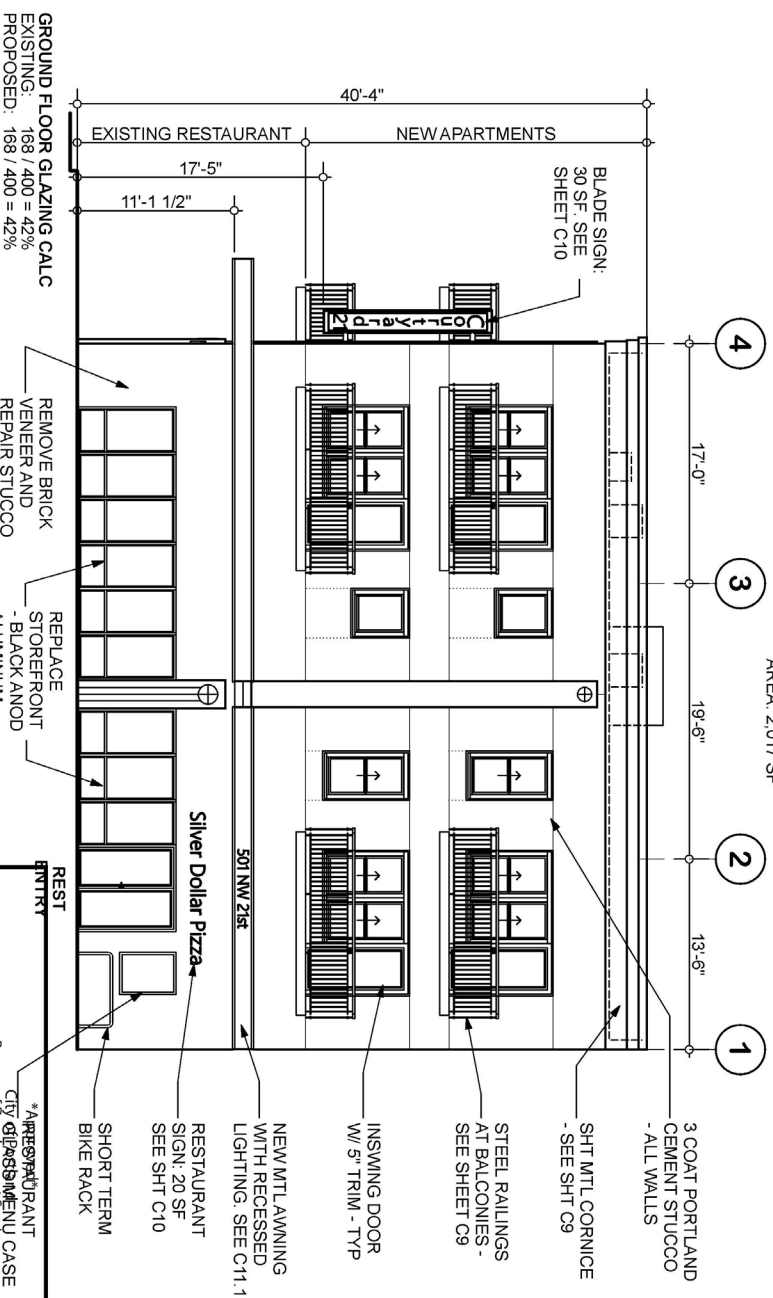






EAST FACADE GLAZING CALC  
488 / 2,017 = 24% GLAZING

PRIMARY FACADE  
HEIGHT: 40'-6 1/4"  
AREA: 2,017 SF



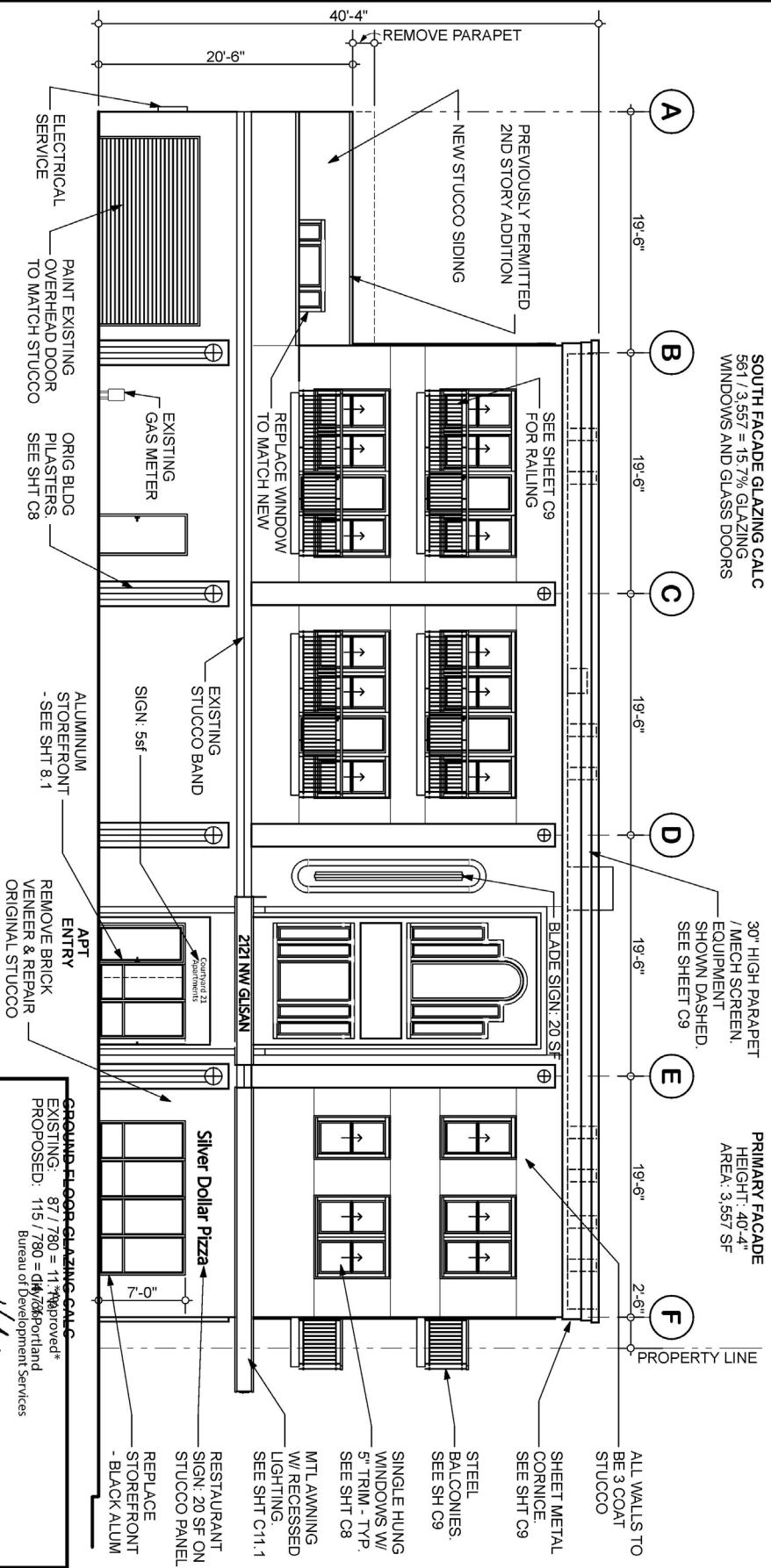
Courtyard 21

EAST ELEVATION  
1" = 8'-0"

Planner: *[Signature]*  
Date: 3/14/22  
\*This approval applies only to the reviews requested and is subject to all 8 conditions of approval. Additional zoning requirements may apply.

LU 21-076261 HR C006







	A	B	C	D	E	F
1	ENDORSEMENT	INFO1	INFO2	NAME	ADDRESS/IO ADDRESS	CITYSTATEZIP/ADDRESSEE
2	RETURN SERVICE REQUESTED	RESPONDENT	NORTHWEST DISTRICT ASSOCIATION	THEISEN GREG & FINGER STEVE	2257 NW RALEIGH ST	PORTLAND OR 97210
3	RETURN SERVICE REQUESTED	OWNER	1N1E33CA 400	21 GLISAN LLC	PO BOX 4803	PARKER CO 80134-1462
4	RETURN SERVICE REQUESTED	OWNERS AGENT	21 GLISAN LLC	JOHNSON BRAD	11640 SE JODY ST	BEAVERTON OR 97005
5	RETURN SERVICE REQUESTED	APPLICANT	INVESTMENT BUILDERS LLC	LYON JACK	3411 NE 65TH ST	VANCOUVER WA 98661
6	RETURN SERVICE REQUESTED		NEIGHBORS WEST-NORTHWEST	SIEBER MARK	2257 NW RALEIGH ST	PORTLAND OR 97210
7	RETURN SERVICE REQUESTED		LAND USE CONTACT	NOB HILL BA	25 NW 23RD AVE STE 6-PMB 217	PORTLAND OR 97210
8	RETURN SERVICE REQUESTED		LAND USE CONTACT	CENTRAL CITY CONCERN	232 NW 6TH AVE	PORTLAND OR 97209
9	RETURN SERVICE REQUESTED		RISK & LAND DEPARTMENT	NW NATURAL	250 SW TAYLOR STREET	PORTLAND OR 97204-3038
10	RETURN SERVICE REQUESTED		LAND USE CONTACT	PACIFIC POWER & LIGHT	7544 NE 33RD DR	PORTLAND OR 97211
11	RETURN SERVICE REQUESTED		LAND USE CONTACT	PLAN AMENDMENT SPECIALIST	635 CAPITAL ST NE #150	SALEM OR 97301
12	RETURN SERVICE REQUESTED		LAND USE CONTACT	PORT OF PORTLAND PLANNING	PO BOX 3529	PORTLAND OR 97208
13	RETURN SERVICE REQUESTED		LAND USE CONTACT	STATE HISTORIC PRESERVATION OFFICE	725 SUMMER NE #C	SALEM OR 97301
14	RETURN SERVICE REQUESTED		LAND USE CONTACT	TRANSIT DEVELOPMENT	1800 SW FIRST AVE #300	PORTLAND OR 97201
15	RETURN SERVICE REQUESTED		LAND USE CONTACT	PORTLAND SCHOOL DISTRICT	501 N DIXON	PORTLAND OR 97227
16	RETURN SERVICE REQUESTED			JUDY PETERS	6916 NE 40TH ST	VANCOUVER WA 98661
17	RETURN SERVICE REQUESTED			KARLA MOORE-LOVE (CITY HALL)	1221 SW 4TH AVE #130	PORTLAND OR 97204
18				LAND USE CONTACT	PROSPER PORTLAND	129/PROSPER
19					DAWN KRANTZ	B299/R5000
20					HEARINGS CLERK	299/3100
21	RETURN SERVICE REQUESTED		21-076261 FFDEC 03-30-2022	CASE FILE ADAM	1900 SW 4TH AVE #5000	PORTLAND OR 97201



# **COURTYARD 21 PROJECT SUMMARY**

## **Overview**

The existing structure located at 501 NW 21<sup>st</sup> Avenue in Portland, Oregon is a single-story building with cast in place concrete walls and a wood framed roof. Built in 1940, it is currently occupied by a single restaurant tenant. In 2013 a partial second story was added to the west end of the building and is used by the tenant for office and storage.

This proposal adds two stories of apartments above the restaurant. Each story would contain four apartments centered around an enclosed courtyard. The new construction will have minimal impact to the existing restaurant; only requiring space for a new stair, expanded electrical and fire sprinkler services, and a recycling/trash room.

The City of Portland Historic Alphabet District map classifies the building as “Compatible / Noncontributing”. The existing building façade is mostly original and is fairly plain in design with only a few ornamental pilasters along the length of the cast in place concrete walls. We propose to remove a brick veneer that was added to some areas in the past. A sheet metal awning will cover some of sidewalk including restaurant seating and a new marquee marks the new apartment entry.

Both NW 21<sup>st</sup> Avenue and NW Glisan are busy neighborhood streets with a variety of architectural styles. The new apartment addition has been designed to be compatible with the other building in the area. We propose clean, simple lines with exterior walls at the property lines to reinforce the street edges on this important corner. Windows are ganged together, and trim added, to reflect the historic nature of the Alphabet District and stucco siding will be used for compatibility with the original building. A cornice sets the top edge of the street facing facades and overhanging balconies add to the vibrant nature of the Alphabet District.

Our understanding of the Portland Zoning Code as it related to our project is as follows:

• Zone	CM2
• Neighborhood Contact	Not Required < 10,000 sf
• Relevant Allowed Uses	Retail, Residential
• Parking Requirement	None < 30 units in areas served by Transit
• Height Limit	45'
• Maximum FAR	2.5:1
• Site Area	5,000 sf
• Maximum Allowable Area	12,500 sf
• Current Building Area	5,780 sf
• Minimum Density	3.4 units
• Abutting Zoning	North: CM2, West: RM3
• Minimum Setbacks	North: 0', West: 10'
• Maximum Lot Coverage	100% - Inner Pattern Area
• Landscape Percentage	15%
• Outdoor Area	36 sf / unit
• Façade Articulation	Required
• Window Standards	Required



**Project Team**

Building Owner	21 Glisan, LLC – Brad Johnston 11640 SW Jody Street, Beaverton, OR 97005
Tenant	Silver Dollar Pizza - Sam McBale 501 NW 21 <sup>st</sup> , Portland OR 97210
Contractor	Investment Builders – William Bannister 3411 NE 65 <sup>th</sup> , Vancouver WA 98661
Architect / Applicant	Jack Lyon (503) 805-1818 3411 NE 65 <sup>th</sup> , Vancouver WA 98661
Civil Engineer	Welkin Engineering – Ed Christiansen 25260 SW Parkway Ave, Ste G, Wilsonville, OR 97070
Structural Engineer	Lyver Engineering – Troy Lyver 7950 SE 106th Ave, Portland, OR 97266

**Reports**

Geotechnical	Rapid Soils Solutions – Mia Mahedy 3915 SW Plum St, Portland, OR 97219
Fire Flow	Provided by Deborah Smith Portland Water Bureau
Loading Demand Study	Not Required per Robert Haley, PBOT

**Estimate**

Construction Cost	Site Improvements, Existing building improvements, Eight Apartments: \$1,590,000
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**List of Enclosures**

Land Use Application  
Zoning Analysis  
Geotechnical Report  
Fire Flow Report



PROJECT TEAM

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ZONING SUMMARY

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DRAWING INDEX

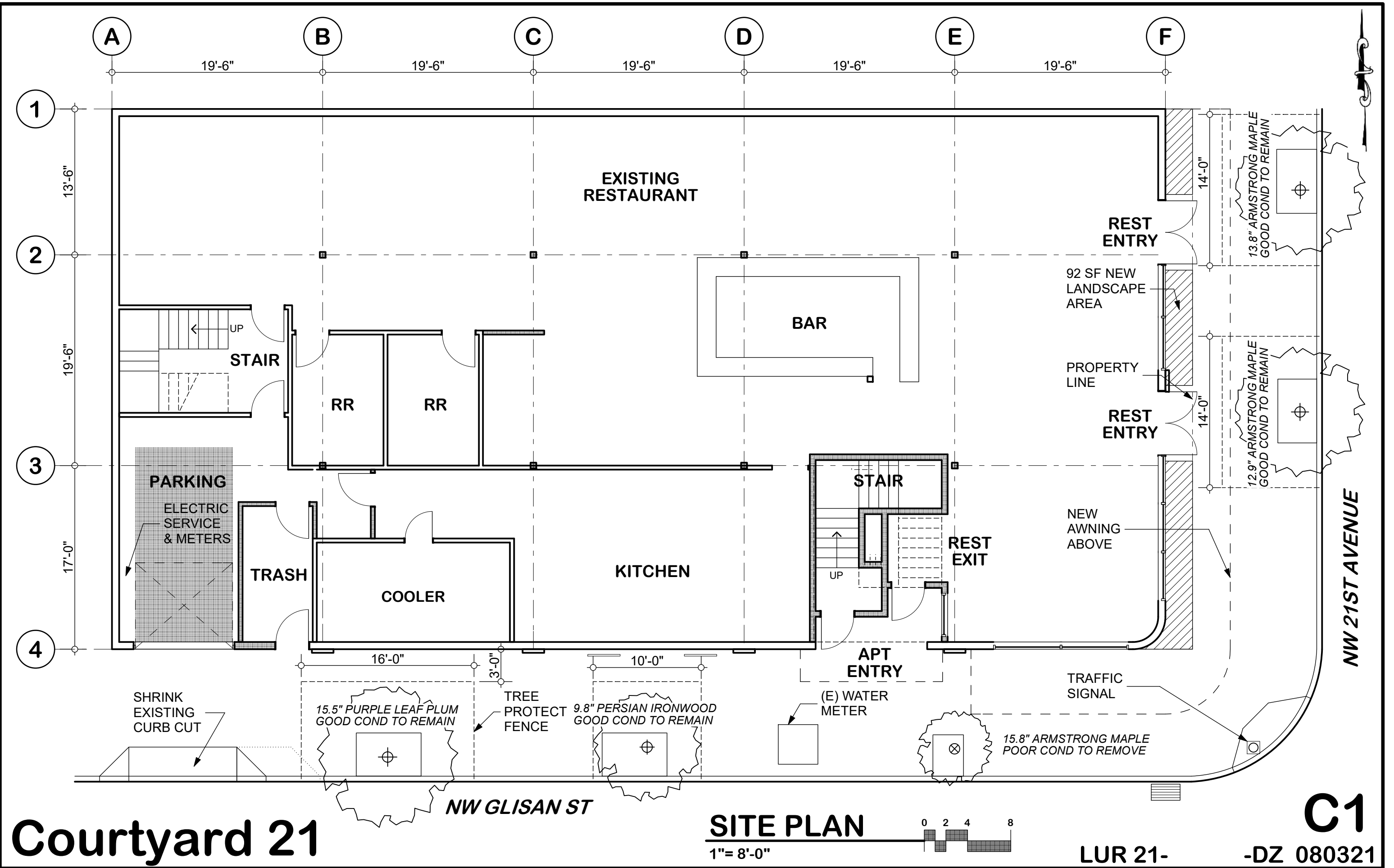
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C1	SITE PLAN, FIRST FLOOR PLAN
C2	SECOND FLOOR PLAN
C3	THIRD FLOOR PLAN
C4	ROOF PLAN
C5	EAST ELEVATION
C6	SOUTH ELEVATION
C7	SITE UTILITY PLAN
APP.1	RENDERING
APP.2	SIGHTLINE STUDY
APP.3	CONTEXT PLAN
APP.4	NEIGHBORHOOD PHOTOS



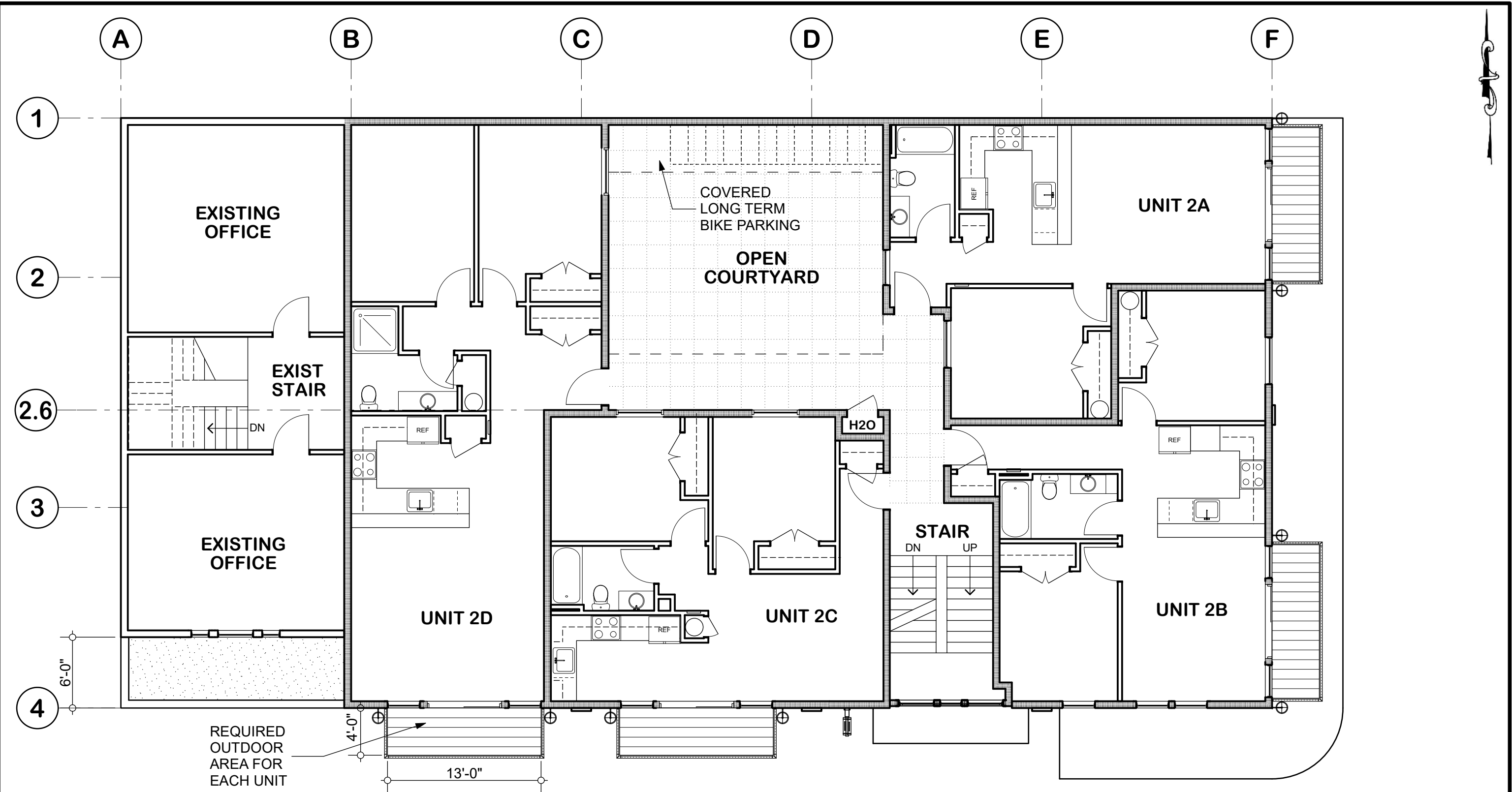
Courtyard 21

C0  
LUR 21- -DZ 080321



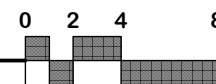






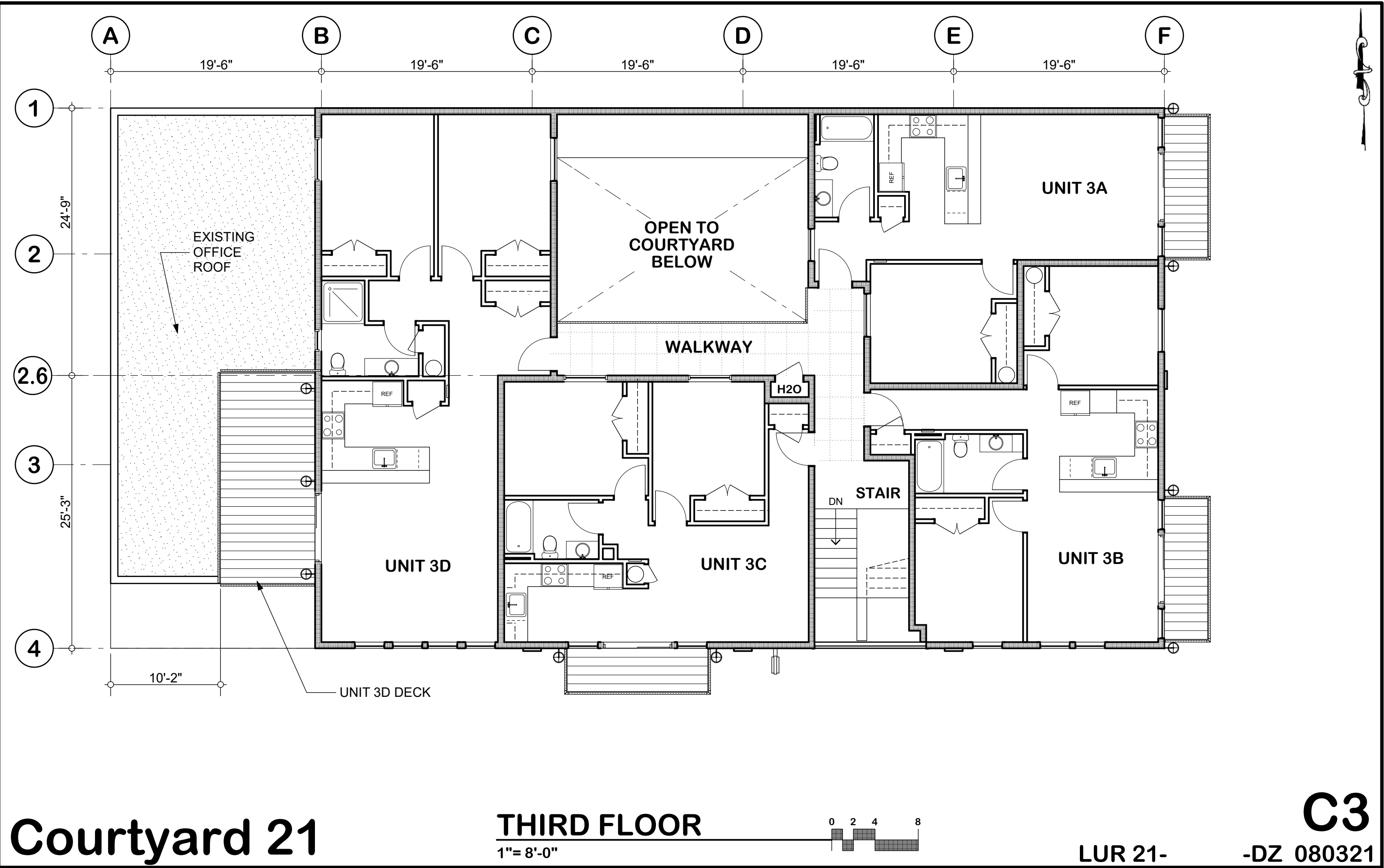
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**SECOND FLOOR**  
1" = 8'-0"



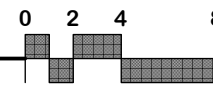
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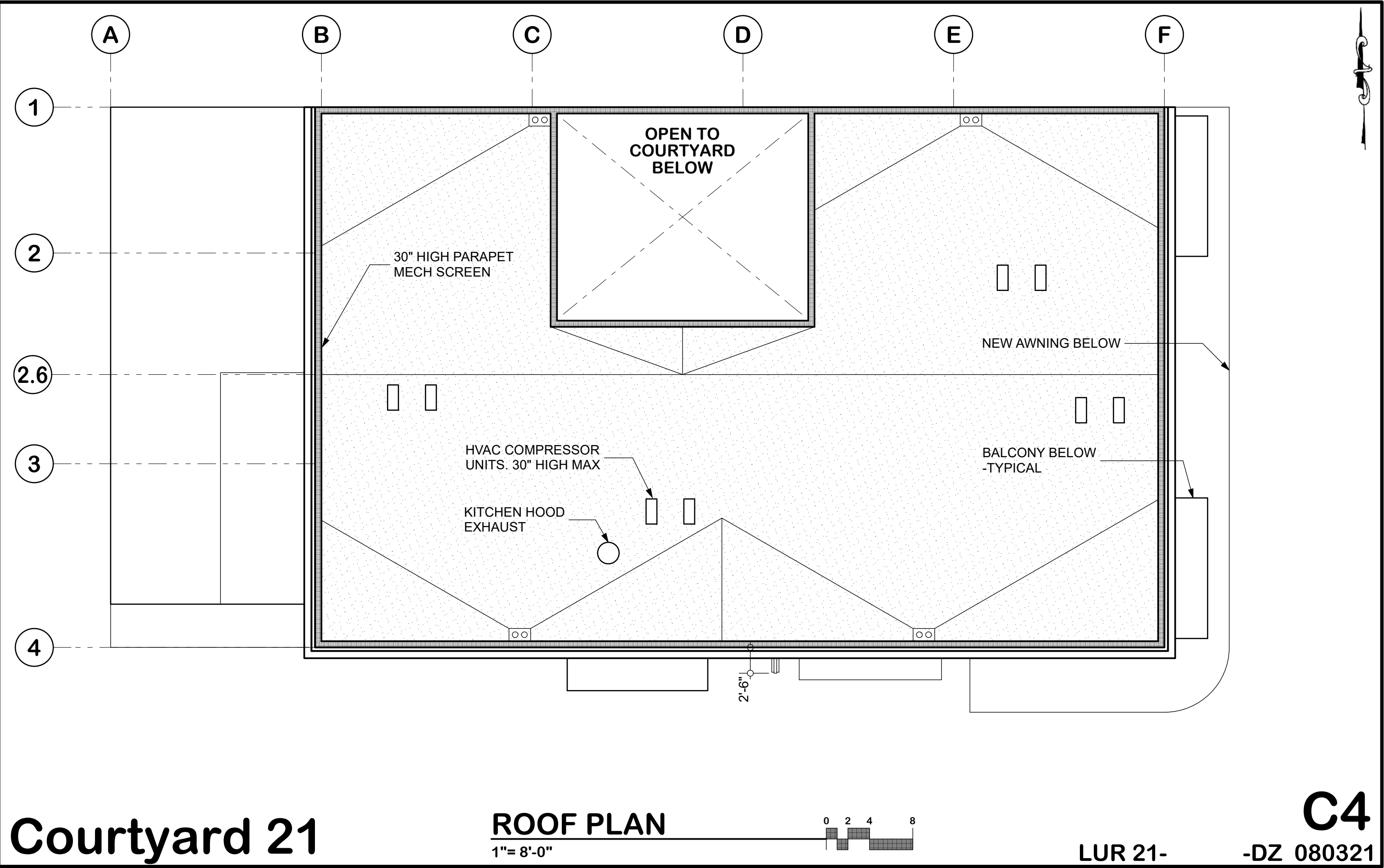
Courtyard 21

THIRD FLOOR  
1" = 8'-0"



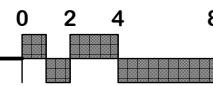
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LUR 21- -DZ 080321





Courtyard 21

ROOF PLAN  
1"= 8'-0"



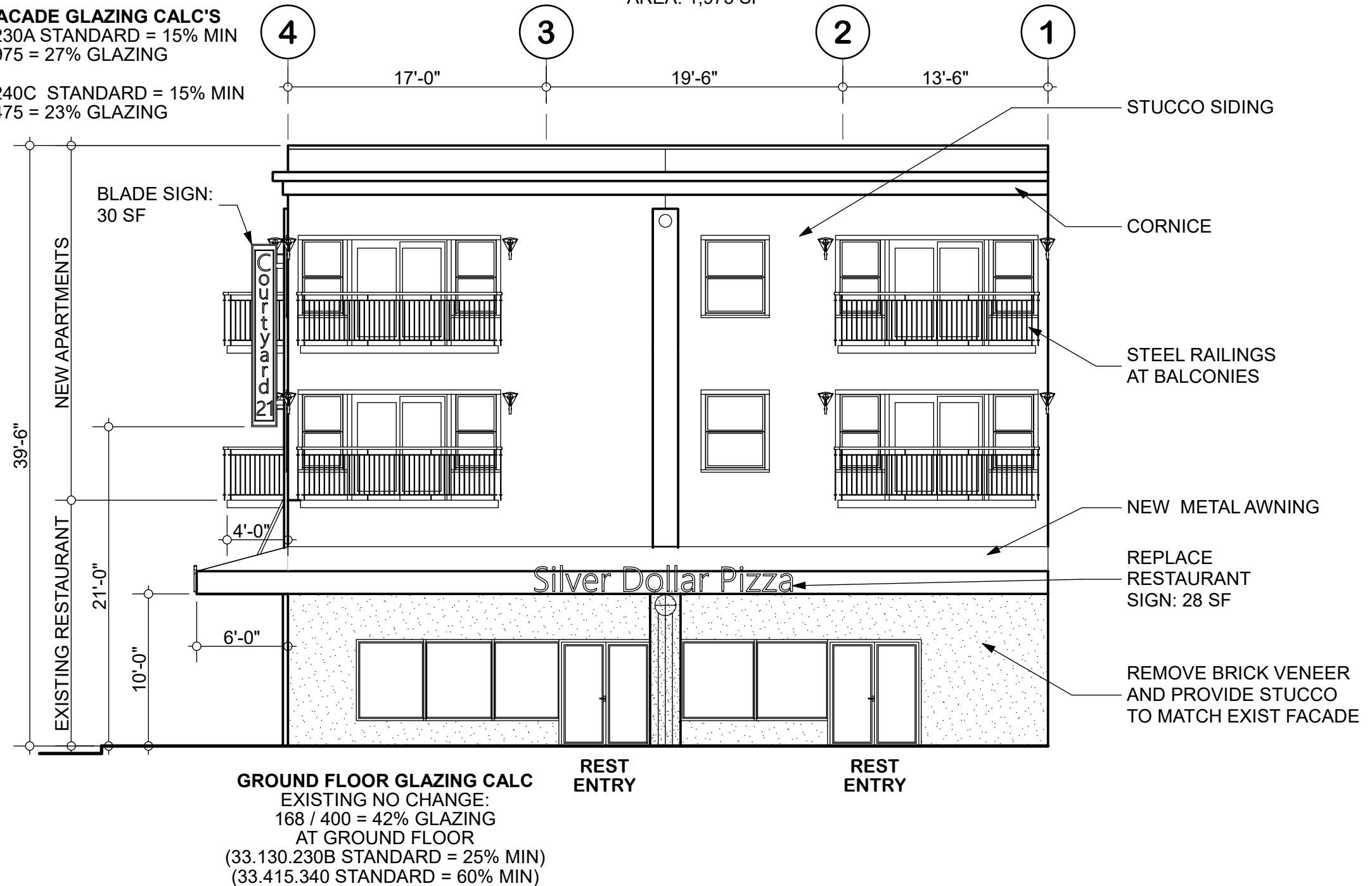
**C4**  
LUR 21- -DZ 080321



**EAST FACADE GLAZING CALC'S**  
 33.130.230A STANDARD = 15% MIN  
 $534 / 1,975 = 27\%$  GLAZING

33.562.240C STANDARD = 15% MIN  
 $338 / 1,475 = 23\%$  GLAZING

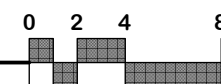
**PRIMARY FACADE**  
 HEIGHT: 39'-6"  
 AREA: 1,975 SF



**Courtyard 21**

**EAST ELEVATION**

1" = 8'-0"

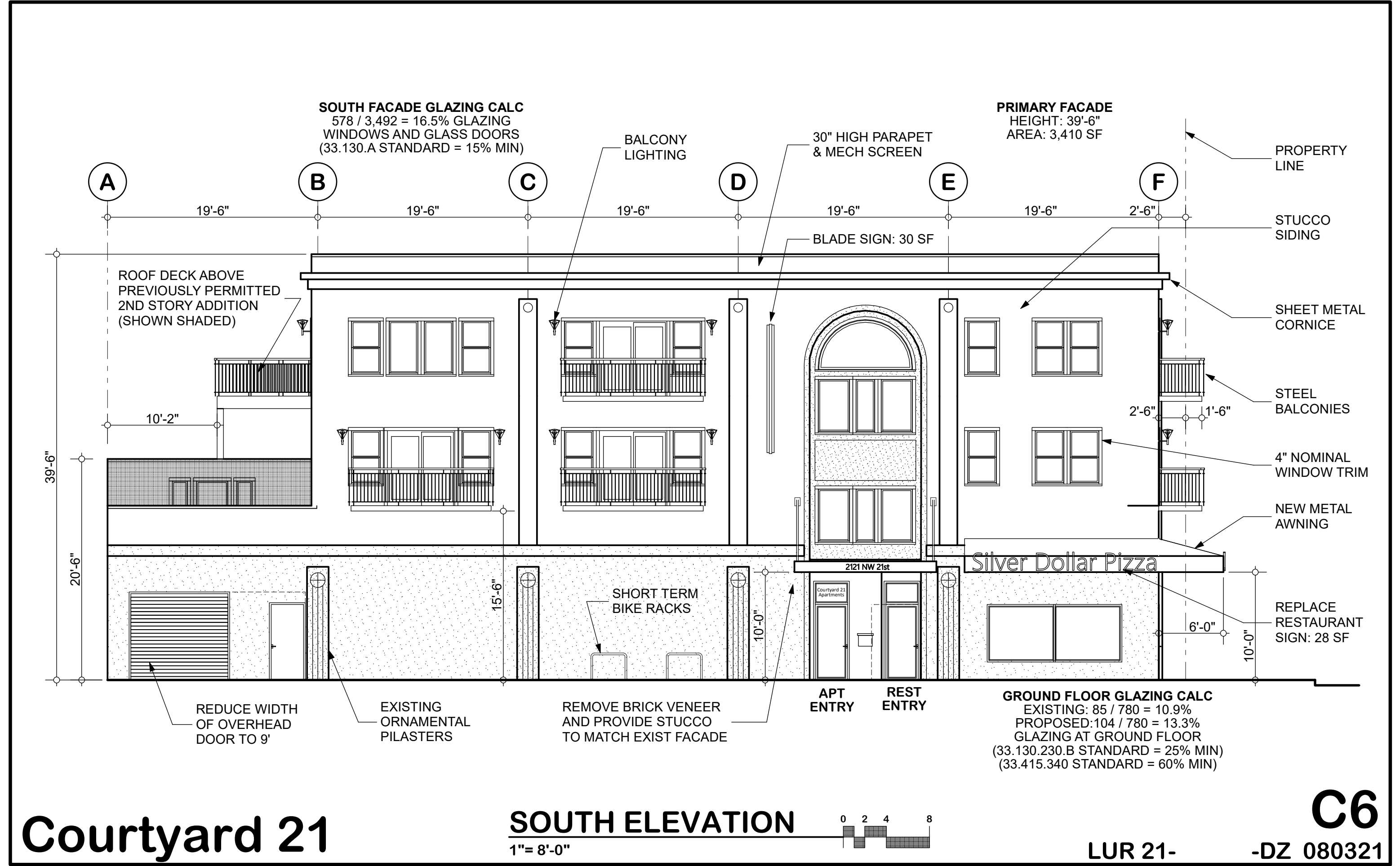


LUR 21-

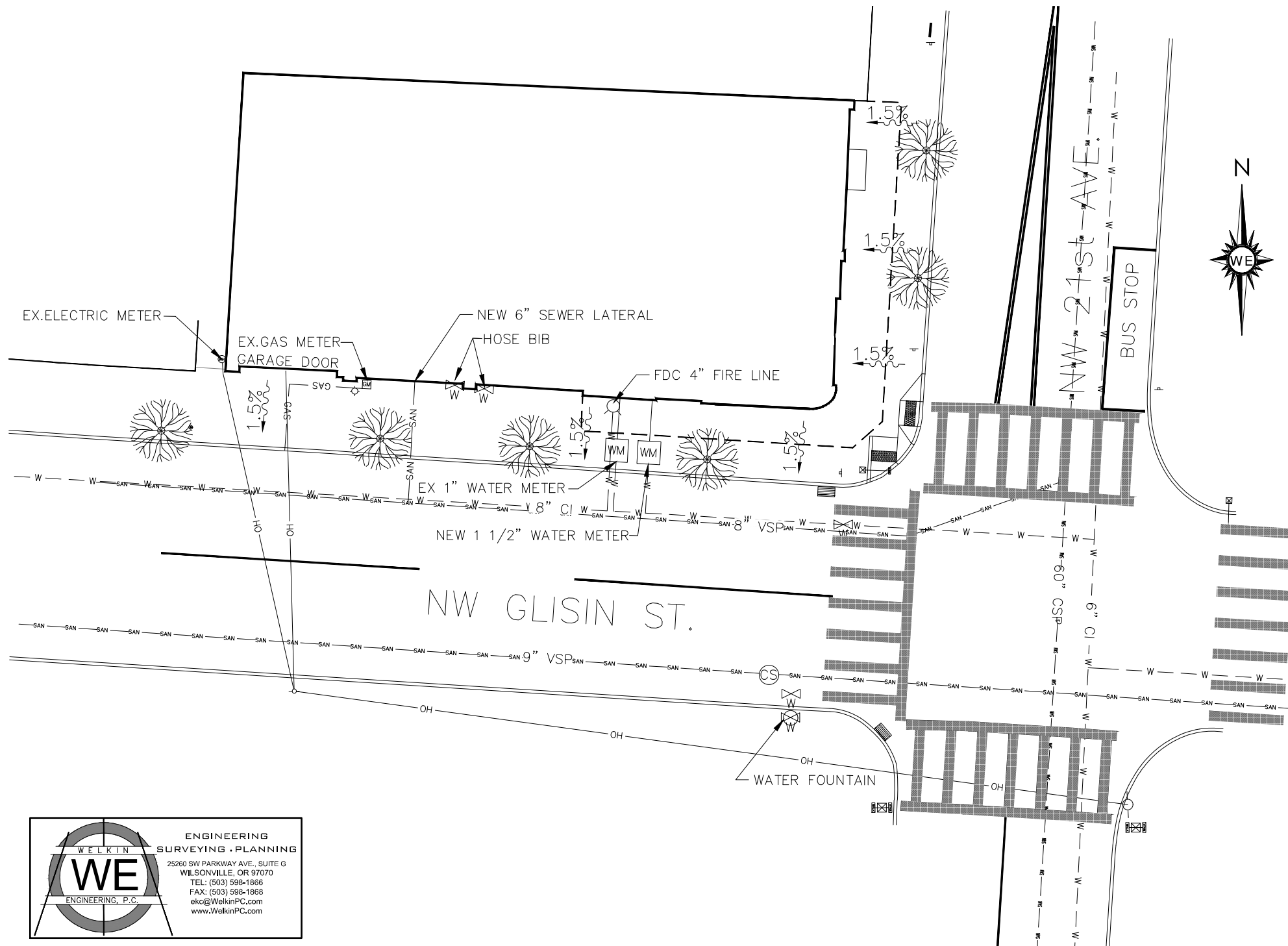
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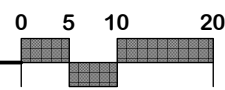




Courtyard 21

**SITE UTILITIES PLAN**

1"= 20'-0"



LUR 21-

-DZ 080321

**C7**





**Courtyard 21**

**SOUTHWEST PERSPECTIVE**

**APP.1**

LUR 21-

-DZ 080321

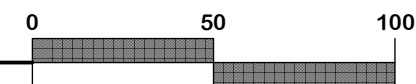
LU 21-076261 HR, Exhibit A3





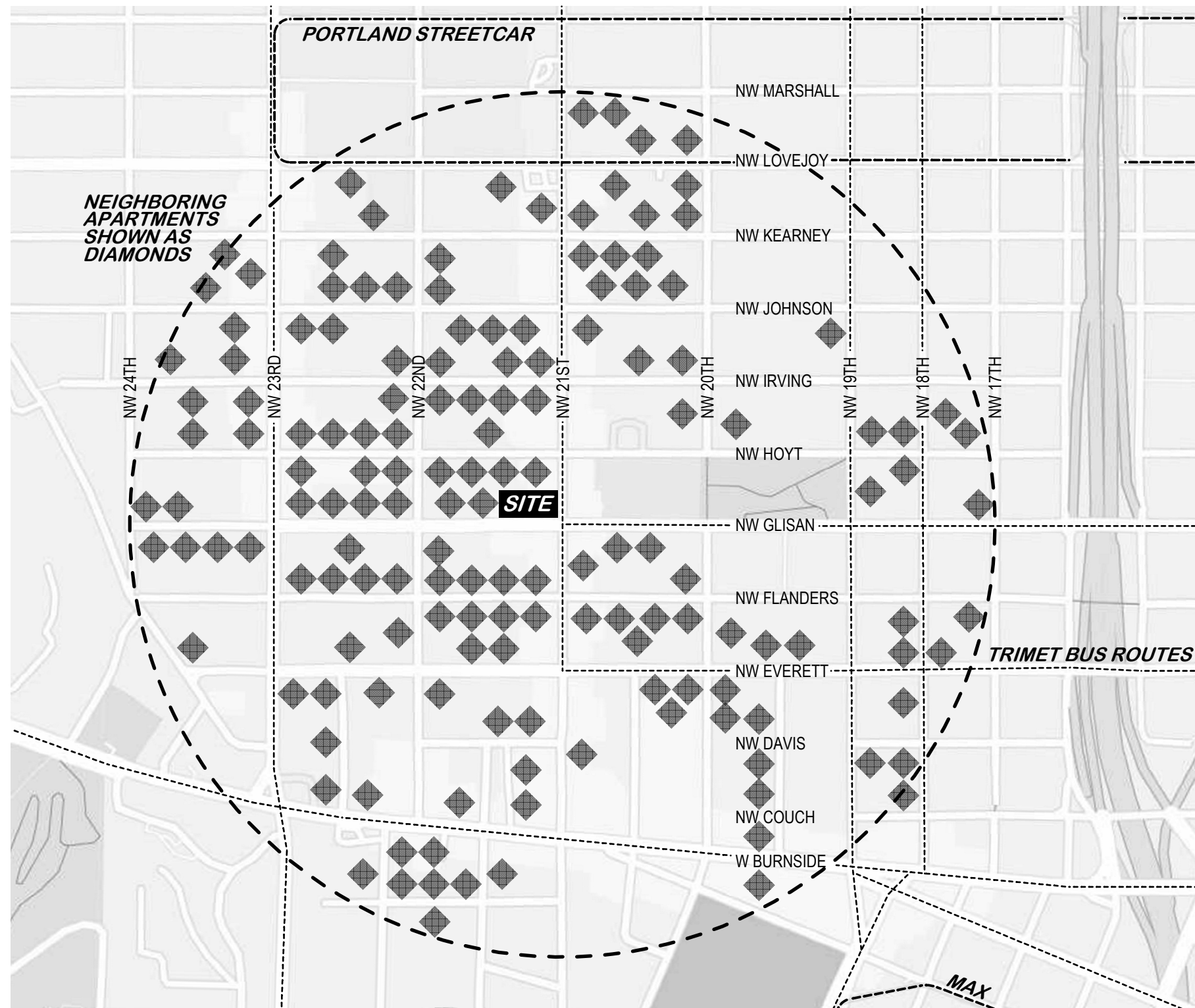
# Courtyard 21

## SIGHTLINE STUDY



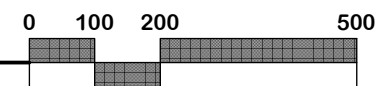
**APP.2**  
LUR 21- -DZ 080321





# Courtyard 21

## CONTEXT STUDY



LUR 21-

**APP.3**  
-DZ 080321





**GANGED WINDOW  
COMBINATIONS**



**ARCHED ENTRIES  
RECESSED DOORS**



**ORNAMENTAL  
STEEL BALCONIES**

**Courtyard 21**

**NEIGHBORHOOD PHOTOGRAPHS**

**APP.4**

**LUR 21-**

**-DZ 080321**



# **COURTYARD 21 ZONING ANALYSIS**

## **PREVIOUS LAND USE DECISIONS**

### **LU 09-136346 HDZ**

Approval of a new wooden paneled roll-up garage door on NW Glisan replacing two personnel doors

### **LU 11-179646 HDZ**

Approval of an addition at the west end of the building, set back from the south frontage by six feet and limited to a height of 20'-6"

## **COMMUNITY DESIGN GUIDELINES (CDG)**

### **Guideline P1**

Enhance the sense of place and identity by incorporating site and building design features that respond to the area's desired characteristics and traditions

*RESPONSE: The existing building was constructed in 1940 and is considered Non-Contributing. It is believed that the building was originally a neighborhood grocery store fronting on NW 21<sup>st</sup>. At the time, NW Glisan was not an important street, so windows only wrapped the corner for a short distance. Typical of many older buildings, over time changes were made to suit new uses for the structure – a large sloping awning was added, and brick veneer was added in some areas to update the look of the exterior. The brick veneer will be removed, and the concrete/stucco exterior will be restored.*

*Currently, the building is occupied by a popular restaurant. The small footprint of the building is in keeping with the neighborhood shops and the large storefront windows along the street contribute to the active street. The existing awning will be replaced with one more fitting to the building and the exterior restaurant seating will remain. The original structural system of the one-story building is expressed on the exterior of the building with the use of pilasters. The addition above continues the same rhythm of the pilasters which integrates the new and the old.*

*The buildings original storefront windows dominate the façade along NW 21<sup>st</sup> Avenue so the design places the new apartment entry on NW Glisan Street. Since the existing structure is built up to the property line the new apartment entry is recessed into the first floor. A separate marquee announces the apartment entry and an arched top feature emphasizes the new stairwell that serves the residences. The apartment blade style signage is integrated into the structural bay adjacent to the stairwell to balance the design.*

*Adding two stories of apartments above the restaurant will strengthen the buildings presence on this important intersection in NW Portland. The stucco exterior, balconies, window groupings, and strong*



*cornice line are all indicative of the design elements of the neighborhood. The three-story scale of the finished project will fit into the mix of one to four story buildings along the street.*

#### **Guideline P2**

Enhance the identity of historic and conservation districts by incorporating site and building design features that reinforce the area's historic significance. Near historic and conservation districts, use such features to reinforce and complement the historic areas.

*RESPONSE: Features that respond to this Guideline include the following:*

- *Pilasters expressing the original building structural system*
- *Removal of previously added brick veneer*
- *Stucco exterior*
- *Vertically proportioned double hung windows*
- *Window and door trim*
- *New awning for pedestrian protection and outdoor seating*
- *Steel balconies along the streets*
- *Maintaining the original large storefront windows*
- *Sheet metal cornice*

#### **Guideline P3**

Develop or strengthen the transitional role of gateways identified in adopted community and neighborhood plans.

*RESPONSE: The site is in the heart of the neighborhood and is therefore not a Gateway*

#### **Guideline E1**

Create an efficient, pleasant, and safe network of sidewalks and paths for pedestrians that links destination points and nearby residential areas while visually and physically buffering pedestrians from vehicle areas

*RESPONSE: The project is a small site with no internal grade level circulation. The existing sidewalks will be repaired per Portland Bureau of Transportation requirements.*

#### **Guideline E2**

New large scale projects should provide comfortable places along pedestrian circulation routes where people may stop, visit, meet, and rest.

*RESPONSE: The project site is only 50'x100' – not a Large Scale Project*



**Guideline E3**

Create a sense of enclosure and visual interest to buildings along sidewalks and pedestrian areas by incorporating small scale building design features, creating effective gathering places, and differentiating street level facades

*RESPONSE: The awning wraps the corner providing both shelter for outdoor restaurant seating and a sense of enclosure.*

**Guideline E4**

Create intersections that are active, unified, and have a clear identity through careful scaling detail and location of buildings, outdoor areas and entrances

*RESPONSE: The design reinforces this active intersection by placing the new apartment entry on NW Glisan and leaving the restaurant entries on NW 21<sup>st</sup>. The new awning provides cover for continued outdoor seating and the apartments all have balconies facing the two streets.*

**Guideline E5**

Enhance the comfort of pedestrians by locating and designing buildings and outdoor areas to control the adverse effects of sun, shadow, glare, reflection, wind, and rain.

*RESPONSE: A new awning replaces the old one for the length of the building along NW 21<sup>st</sup> and wraps the corner on NW Glisan to the new marquee at the apartment entry.*

**Guideline D1**

When sites are not fully built on, place buildings to create sizable, usable outdoor areas. Design these areas to be accessible, pleasant, and safe. Connect outdoor areas to the circulation system used by pedestrians.

*RESPONSE: The existing building takes 98% of the site. The last 2% of the site will be landscaped along the edge of NW 21<sup>st</sup> Avenue.*

**Guideline D2**

Make the main entrances to houses and buildings prominent, interesting, pedestrian accessible, and transit-oriented.

*RESPONSE: The restaurant entries both face NW 21<sup>st</sup> and are inviting to pedestrians. The new apartment entry on NW Glisan is prominently displayed with a marquee, blade sign, and an arched feature in the façade.*



**Guideline D3**

Enhance site and building design through appropriate placement, scale, and variety of landscape features

*RESPONSE: The existing building covers 92.5% of the site. The remaining area will be landscaped to the L1 Standard.*

**Guideline D4**

Integrate parking in a manner that is attractive and complementary to the site and its surroundings. Locate parking in a manner that minimizes negative impacts on the community and its pedestrians. Design parking garage exteriors to visually respect and integrate with adjacent buildings and environment

*RESPONSE: The existing building has one internal parking stall. The proposed design shrinks the size of the overhead garage door from 16' wide to 9' wide.*

**Guideline D5**

Use site design and building orientation to reduce the likelihood of crime through the design and placement of windows, entries, active ground level uses, and outdoor areas

*REPNSE: The restaurant windows wrap the building corner on the two streets and the apartment entry on the south facade provide active ground level activity.*

**Guideline D6**

Respect the original character of buildings when making modifications that affect the exterior. Make additions compatible in scale, color, details, material proportion, and character with the existing building

*RESPONSE: The project will remove brick veneer that was added to the exterior to restore the original character of the existing building. The 2 story addition is in scale with the existing structure and reflects the original structural grid of the building as expressed in the exterior pilasters. Also, the character of the addition is in keeping with the simple lines of the existing building while drawing on the design ques of buildings from the era in which it was built.*

**Guideline D7**

Reduce the impact of new development on established neighborhoods by incorporating elements of nearby, quality buildings such as building details, massing, proportions, and materials



*RESPONSE: The scale, character, and use of the completed project fit the neighborhood themes of small businesses with housing above. The stucco exterior provides a sense of solidity and the fenestration, trim, and cornice are indicative of the area.*

**Guideline D8**

All parts of a building should be interesting to view, of long-lasting quality, and designed to form a cohesive composition.

*RESPONSE: The addition creates a much more interesting building than the original simple 1940 structure. The materials are selected to last for decades with minimal maintenance. Together, the façade forms, arched stairwell expression, pilasters, windows, balconies, cornice, trim, awning, and signage form a quality design that works well on this important intersection in NW Portland.*



## **Appendix I**

### **Excerpt from Historic Alphabet District Community Design Guidelines Addendum**

#### **Historic Alphabet District Guideline 1**

Historic Changes. Most properties change over time; those changes that have acquired historic significant will be preserved.

*RESPONSE: The changes to the building over the last 81 years are not historically significant. They include:*

- *The addition of a steeply sloped mansard awning (to be replaced)*
- *A partial second story office addition (to remain)*
- *The addition of brick veneer adjacent to two of the restaurant entries (to be removed)*
- *Replacement of original wood windows with aluminum storefront (to remain)*
- *The addition of a 16' garage door on NW 21<sup>st</sup> Street (to be reduced to 9')*

#### **Historic Alphabet District Guideline 2**

Differentiate new from old. New additions, exterior alterations, or related new construction will retain historic materials that characterize a property to the extent practical. Replacement materials should be reasonable facsimiles of the historic materials they replace. The design of new construction will be compatible with the historic qualities of the district as identified in the Historic Context Statement.

*RESPONSE: There are only two architectural elements to draw from in the original building; the stucco exterior and structural pilasters. The design of the addition uses both of these. The balance of the design draws from the historic neighborhood. The addition features a flat roofline with a sheet metal cornice, double hung windows grouped together, steel balconies, and an arched top exterior expression of the stairwell drawing attention to the new apartment entry.*

#### **Hierarchy of Compatibility Guideline 3**

Exterior alterations and additions will be designed to be compatible primarily with the original resource, secondarily with adjacent properties, and finally, if located within a historic or conservation district, with the rest of the district. Where practical, compatibility will be pursued on all three levels. New development will seek to incorporate design themes characteristic of similar buildings in the Historic Alphabet District.

*RESPONSE: As mentioned above, the original resource has only two architectural elements to draw from – the exterior stucco and the structural pilasters – and the addition incorporates both. The adjacent properties on NW Glisan Street and NW 21<sup>st</sup> Avenue lend other styling cues the project incorporates:*

- *Grouped double hung windows at apartments are used in the adjacent building on NW Glisan*
- *Recessed entries are used on both adjacent buildings and for the new apartment entry*
- *A steel railing is featured on the adjacent NW Glisan building*



- *Transom windows at the taller ground floor are part of the NW 21<sup>st</sup> design and are incorporated in the new apartment entry*
- *The adjacent property on NW Glisan features a predominant cornice as does the new addition*

*At a neighborhood level, the arched expression above the new apartment entry is a common theme as is the blade sign and pedestrian focused awning.*

## **Appendix J**

### **Excerpt from Northwest District Plan – Desired Characteristics and Traditions**

#### **Streetcar Main Streets – Desired Characteristics and Traditions**

The Streetcar Era structures that define the character of the main streets, portions of which are located in the Alphabet Historic District, should be preserved or adaptively reused. New development should incorporate architectural features that characterize the district's main streets, such as large storefront windows, awnings and upper-story residences, and should continue the historic pattern of a continuous frontage of buildings and active and active uses located close to sidewalks. Large retail developments should be integrated into the main streets' fine-grain urban pattern and mix of uses through strategies such as including spaces suitable for small tenants along street frontages or by including upper-floor residences. Where appropriate, development should include outdoor space for dining and other activities that contribute to a vibrant urban environment. Disruptions to the continuity of the main street pedestrian environment by curb cuts, driveways, garage fronts, and surface parking areas should be avoided.

*RESPONSE: The project certainly reinforces the desired characteristics and traditions of the Northwest District Plan for the Streetcar Main Street (NW 21<sup>st</sup> Avenue). The project includes the following elements specifically mentioned above:*

- *Large storefront windows*
- *Pedestrian awning*
- *Upper-story residences*
- *Continuous active use along the sidewalk*
- *Outdoor dining*
- *No vehicular interruptions*



## **TITLE 33**

### **33.130.050 Neighborhood Contact**

Neighborhood contact is a set of outreach steps that must be taken before certain developments can be submitted for approval. Neighborhood contact is required as follows:

#### **A. Neighborhood Contact I**

1. Neighborhood Contact I requirements. When proposed development will add at least 10,000 square feet and not more than 25,000 square feet of net building area to a site, the neighborhood contact steps of 33.705.020.A., Neighborhood contact I, are required. All the steps in 33.705.020.A. must be completed before an application for a building permit can be submitted.

*RESPONSE: The project adds less than 10,000 sf so this article is not applicable*

### **33.130.100 Primary Uses**

A. Allowed uses. Uses allowed in the commercial/mixed use zones are listed in Table 130-1 with a "Y". These uses are allowed if they comply with the development standards and other regulations of this Title.

*RESPONSE: The project adds Household Living to a building which is currently 100% Retail Sales which are both Allowed Uses in the CM2 Zone.*

### **33.130.205 Floor Area Ratio**

A. Purpose. Floor area ratios (FARs) regulate the amount of use (the intensity) allowed on a site. FARs provide a means to match the potential amount of uses with the desired character of the area and the provision of public services. FARs also work with the height, setback, and building coverage standards to control the overall bulk of development. The bonus FAR options allow additional floor area as an incentive for providing affordable housing.

B. FAR standard. The maximum floor area ratios are stated in Table 130-2 and apply to all uses and development.

*RESPONSE: The base FAR in the CM2 Zone is 2.5:1, therefore the maximum allowable area for this site is 12,500 sf. The existing and new construction propose a total of 12,329 sf for an FAR of 2.47*

### **33.130.207 Minimum Density**

A. Purpose. The minimum density standards ensure that the service capacity is not wasted and that the City's housing goals are met.



B. Minimum Density. The minimum density requirements for the CM2 and CM3 zones are stated in Table 130-2. Minimum density applies to new development when at least one dwelling unit is proposed. Land within an Environmental zone may be subtracted from the calculation of minimum density.

*RESPONSE: Table 130-2 requires at least 1 unit per 1,450 sf of site area or 3.49 units. The project includes 8 new units.*

### **33.130.210 Height**

A. Purpose. The height limits are intended to control the overall scale of buildings. The height limits in the CR and CM1 zones allow buildings that are in scale with low rise residential areas. The height limits in the CM2 and CE zones allow for a greater building height at a scale that can accommodate the growth intended for centers and corridors, while relating to the low- to mid-rise scale of neighborhood residential areas.

In some situations, step downs in maximum height provide a transition in scale to adjacent lower-scale residential areas, and preserve opportunities for light, air and privacy. Exceptions to height limit standards accommodate minor projections that do not significantly increase the visual scale of buildings; provide flexibility in the height of parapets and railings to facilitate rooftop outdoor spaces and equipment screening; and accommodate ground-floor spaces with high ceilings to encourage ground-floor commercial uses, mechanical parking, and other uses that benefit from high ceilings.

#### **B. Height standard**

1. Base height. The base height standards for all structures, except detached accessory structures, are stated in Table 130-2.

2. Step-down height. In the following situations, the base height is reduced, or stepped- down. Stepped-down height is not required in the CR zone:

a. Step-down adjacent to residential zones. The following step-down height limits apply within 25 feet of sites zoned residential. Sites with property lines that abut residential zones for less than a 5-foot length are exempt from these standards:

(1) On the portion of the site within 25 feet of a site zoned RF through R2.5, the step-down height limit is 35 feet. See Figure 130-1.

(2) On the portion of the site within 25 feet of a site zoned RM1 or RMP, the step-down height limit is 45 feet. See Figure 130-1.

*RESPONSE: Both the base height limit and the step down height limit adjacent to the RM3 Zone to the west is 45'. The project is proposed at a height of 39'-6".*

### **33.130.215 Setbacks**

A. Purpose. The required building setbacks promote streetscapes that are consistent with the desired character of the different commercial/mixed use zones. The setbacks promote buildings close to the sidewalk to reinforce a pedestrian orientation and built-up streetscape. The setback requirements for



areas that abut residential zones promote commercial/mixed use development that will maintain light, air, and the potential for privacy for adjacent residential zones.

B. Minimum building setbacks. Minimum required building setbacks are listed below and summarized in Table 130-2.

*RESPONSE: Per Table 130-2 the required and provided Setbacks are as follows:*

<i>North Property Line</i>	<i>Required – None</i>	<i>Provided – 0’</i>
<i>East Property Line</i>	<i>Required – None</i>	<i>Provided – 2’-6”</i>
<i>South Property Line</i>	<i>Required – None</i>	<i>Provided – 0’</i>
<i>West Property Line</i>	<i>Required – 10’</i>	<i>Provided – 0’ at existing building. 10’-2” at new addition (deck)</i>

### **33.130.220 Building Coverage**

A. Purpose. The building coverage standards limit the footprint of buildings and work with the FAR, height, and setback standards to control the overall scale of development. The standards promote development consistent with the desired character of the zone. The standards allow a high degree of lot coverage in the Inner Neighborhoods pattern area to reflect the urban development patterns and continuous building frontages of the area. The standards for Eastern and Western pattern areas work in conjunction with landscaping requirements to respond to the less intensely developed characteristics of these areas.

B. Building coverage standards. The maximum building coverage standards are stated in Table 130-2, and the standards apply based on pattern area geography. Map 130-2 identifies the pattern areas. Maximum building coverage applies to all buildings and covered structures.

*RESPONSE: Per Table 130-2, the allowable lot coverage is 100%. The existing building covers 98% of the site.*

### **33.130.222 Building Length and Facade Articulation**

A. Purpose. These standards, along with the height and setback standards, limit the bulk of buildings close to the street. These standards help ensure that large buildings will be divided into smaller components that relate to the scale and patterns of Portland’s commercial/mixed-use areas and add visual interest and variety to the street environment.

B. Maximum building length. In the CR, CM1, CM2, CM3, and CE zones, the maximum building length for the portion of a building located within 20 feet of a street lot line is 200 feet. The portions of buildings subject to this standard must be separated by a minimum of 20 feet when located on the same site.

C. Facade articulation.

1. Where the standard applies. This standard applies in the CM2, CM3 and CE zones as follows:



- a. In the CM2 and CE zones, the standard applies to buildings more than 35 feet high that have facade areas of more than 3,500 square feet within 20 feet of a street property line.

*RESPONSE: The maximum building length is 97'-6". The South facade is 3,410 sf and the East facade is 1,975 sf.*

### **33.130.225 Landscaped Areas**

A. Purpose. Landscaping is required in some zones because it is attractive and it helps to soften the effects of built and paved areas. Landscaping also helps cool the air temperature, intercept rainfall and reduce stormwater runoff by providing unpaved permeable surface. Landscaping can also provide food for people and habitat for birds and other wildlife. As an alternative to conventional landscaping, a range of urban green options are provided in the CM2 and CM3 zones in the Inner Neighborhoods pattern area to reflect this area's more urban development patterns and historic storefront commercial characteristics. Landscaping is required for all commercial/mixed use-zoned lands abutting R zoned lands and as screening for parking lots (see Chapter 33.216) to provide buffering and promote livability.

B. Minimum landscaped area. The minimum amount of required landscaped area is stated in Table 130-2. Any required landscaping, such as for required setbacks or parking lots, applies towards meeting the minimum amount of required landscaped area. Sites developed with a house, attached house or duplex are exempt from the required minimum landscaped area standard. The required landscape area must meet one of the following:

1. Unless allowed by Paragraph B.2., required landscaped areas must:
  - a. Be at ground level, except when in raised planters that are used to meet minimum Bureau of Environmental Services stormwater management requirements; and
  - b. Comply with at least the L1 standard described in Chapter 33.248, Landscaping and Screening...

*RESPONSE: The existing building covers 98% of the site. All available site area will be converted to landscaping. 92 sf = 2% of the site area.*

### **33.130.227 Trees**

Requirements for street trees and for on-site tree preservation, protection, and overall tree density are specified in Title 11. See Chapter 11.50, Trees in Development Situations.

*RESPONSE: See response to Title 11 requirements following*

### **33.130.228 Required Outdoor Areas**

A. Purpose. The required outdoor areas standards ensure opportunities for residents to have on-site access to outdoor space for recreation, relaxation, natural area, or growing food. Required outdoor areas are an important aspect for addressing the livability of a property with residential units by



providing residents with opportunities for outdoor activities, some options for outdoor privacy, and a healthy environment. The standards ensure that outdoor areas are located so that residents have convenient access. These standards also allow for outdoor area requirements to be met by indoor community facilities because they provide opportunities for recreation or gathering.

#### B. Requirements

##### 1. Amount required:

- a. On sites that are up to 20,000 square feet in total area, at least 36 square feet of outdoor area is required for each dwelling unit on the site

2. Size, location and configuration. Required outdoor area may be provided as individual, private outdoor areas, such as patios or balconies, or as common, shared areas, such as outdoor courtyards and play areas, or indoor recreational facilities or community rooms. There also may be a combination of individual and common areas.

- a. Individual unit outdoor areas. Where a separate outdoor area is provided for an individual unit, it must be designed so that a 4-foot by 6-foot dimension will fit entirely within it. The outdoor area must be directly accessible to the unit. Balconies that extend over street right-of-way count towards meeting this standard.

3. Surfacing materials. Required outdoor areas must be surfaced with lawn, pavers, decking, or sport court paving which allows the area to be used for active or passive recreational use.

*RESPONSE: Each new dwelling unit has a private outdoor balcony with a minimum area of 52 sf. The balcony surface will be either decking or pavers.*

### **33.130.230 Windows**

#### A. Windows in street-facing facades.

##### 1. Purpose. This standard:

- Ensures that there is a visual connection between the living area of the residence and the street;
- Enhances public safety by allowing people to survey their neighborhood from inside their residences; and
- Provides a more pleasant pedestrian environment by preventing large expanses of blank facades along streets.

2. Where this standard applies. This standard applies to street-facing facades of buildings. Where a proposal is for an alteration or addition to existing development, the applicant may choose to apply the standard either to the portion being altered or added, or to the entire street-facing facade.

3. Windows in street-facing facades. At least 15 percent of the area of each facade that faces a street lot line must be windows or main entrance doors. Windows used to meet this standard must allow views from the building to the street. Glass block does not meet this standard. Windows in garage doors do not count toward meeting this standard, but windows in garage walls do count toward meeting this standard. To count toward meeting this standard a door



must be at the main entrance and face the street lot line. For structures subject to ground floor window requirements, windows used to meet ground floor window requirements may also be used to meet this standard.

B. Ground floor windows.

1. Purpose. In the commercial/mixed use zones, blank walls on the ground level of buildings are limited in order to:

- Provide a pleasant, rich, and diverse pedestrian experience by connecting activities occurring within a structure to adjacent sidewalk areas, or allowing public art at the ground level;
- Encourage continuity of retail and service uses;
- Encourage surveillance opportunities by restricting fortress-like facades at street level; and
- Avoid a monotonous pedestrian environment.

2. Ground floor window standard for wall area that is not the wall of a dwelling unit. The following standards apply to the portions of a ground floor wall of a street-facing facade that is not the wall of a dwelling unit:

a. General standard.

(1) Windows must cover at least 40 percent of the ground floor wall area of street-facing facades that are 20 feet or closer to a street lot line or a publicly-accessible plaza. For the purposes of this standard, ground floor wall areas include all exterior wall areas from 2 feet to 10 feet above the finished grade, and include openings in the walls of structured parking.

(2) If the lot has more than one street frontage, then the ground floor window standard in Subparagraph B.2.a(1). applies to the facade that faces the highest transit street classification. All other ground level street-facing facades that are 20 feet or closer to the street lot line must have windows that cover 25 percent of the ground level wall area. The walls of structured parking along these facades may be set back at least 5 feet and landscaped to the L2 standard instead of providing 25 percent windows. If two or more streets have the same highest transit street classification, then the applicant may choose on which of those street to meet the higher standard. Transit street classifications are identified in the Transportation Element of the Comprehensive Plan.

3. Qualifying window features. Required ground floor window areas must be windows that allow views into working areas, lobbies, residential units or residential building common areas; glazing in pedestrian entrances; or display windows that are at least 24 inches deep set into a wall.

*RESPONSE: The window requirements are met as follows:*

<i>South Elevation Glazing Percentage</i>	<i>15% Required</i>	<i>16.5% Provided</i>
<i>East Elevation Glazing Percentage</i>	<i>15% Required</i>	<i>27% Provided</i>



South Elevation Ground Floor Windows  
East Elevation Ground Floor Windows

10.9% Existing 13.3% Provided  
42% Existing 42% Provided

### **33.130.235 Screening**

A. Purpose. The screening standards address specific unsightly features which detract from the appearance of commercial/mixed use areas.

B. Garbage and recycling collection areas. All exterior garbage cans, garbage collection areas, and recycling collection areas must be screened from the street and any adjacent properties. Trash receptacles for pedestrian use are exempt. Screening must comply with at least the L3 or F2 standards of Chapter 33.248, Landscaping and Screening.

C. Mechanical equipment. Mechanical equipment located on the ground, such as heating or cooling equipment, pumps, or generators must be screened from the street and any abutting residential zones by walls, fences, or vegetation. Screening must comply with at least the L2 or F2 standards of Chapter 33.248, Landscaping and Screening, and be tall enough to screen the equipment. Mechanical equipment placed on roofs must be screened in one of the following ways, if the equipment is within 50 feet of an R zone:

1. A parapet along facades facing the R zone that is as tall as the tallest part of the equipment

*RESPONSE: The garbage and recycling area is inside the building. A parapet equal to the height of the mechanical equipment has been provided.*

### **33.130.242 Transit Street Main Entrance**

A. Purpose. Locating the main entrance to a use on a transit street provides convenient pedestrian access between the use and public sidewalks and transit facilities, and so promotes walking and the use of transit.

B. Applicability. 1. Generally. All sites with at least one frontage on a transit street, and where any of the floor area on the site is in nonresidential uses, or residential use in a multi-dwelling structure, must meet the following standards. If the site has frontage on more than one transit street, the standards of Subsection C, below, must be met on at least one of the transit streets

C. Location. For portions of a building within the maximum building setback, at least one main entrance for each nonresidential tenant space on the ground floor, and one main entrance to a multi-dwelling structure must meet the standards of this section. The ground floor is the lowest floor of the building that is within four feet of the adjacent transit street grade. The main entrance must:

1. Be within 25 feet of the transit street;
2. Allow pedestrians to both enter and exit the building; and
3. Meet one of the following:
  - a. Face the transit street;



*RESPONSE: Both of the streets fronting the property are Transit Streets. All entrances to the existing restaurant and the new apartments face one of the Transit Streets.*

### **33.130.295 Signs**

The sign regulations are stated in Title 32, Signs and Related Regulations.

*RESPONSE: See narrative following regarding Title 32*

### **33.245 Inclusionary Housing**

33.245.020 Where These Regulations Apply

The regulations of this chapter apply to the following: A. New buildings with 20 or more dwelling units;

*RESPONSE: The project has less than 20 new dwelling units, therefore this section does not apply.*

### **33.248 Landscaping and Screening**

33.248.010 Purpose: The City recognizes the aesthetic, ecological, and economic value of landscaping and requires its use to:

- Preserve and enhance Portland's urban forest;
- Promote the reestablishment of vegetation in urban areas for aesthetic, health, and urban wildlife reasons;
- Reduce stormwater runoff pollution, temperature, and rate and volume of flow;
- Establish and enhance a pleasant visual character which recognizes aesthetics and safety issues;
- Promote compatibility between land uses by reducing the visual, noise, and lighting impacts of specific development on users of the site and abutting uses;
- Unify development, and enhance and define public and private spaces;
- Promote the retention and use of existing non-invasive vegetation;
- Aid in energy conservation by providing shade from the sun and shelter from the wind; • Restore natural communities and provide habitat through removal of nuisance plants and reestablishment of native plants; and
- Mitigate for loss of natural resource values.

This chapter consists of a set of landscaping and screening standards and regulations for use throughout the City. The regulations address materials, placement, layout, preparation of the landscape or mitigation area, and timing of installation. Specific requirements for mitigation plantings are in 33.248.090.

*RESPONSE: The existing building covers 98% of the site. The remaining 2% will be landscaped as part of this project using the City's plant list.*



### **33.258 Nonconforming Situations**

#### **33.258.010 Purpose**

Nonconforming situations are created when the application of a specific zone to a site changes, or a zoning regulation changes. As part of the change, existing uses, density, or development might no longer be allowed. The intent of the change is not to force all noncomplying situations to be immediately brought into conformance. Instead, the intent is to guide future uses and development in a new direction consistent with City policy, and, eventually, bring them into conformance.

This chapter provides methods to determine whether situations have legal nonconforming status. This is based on whether they were allowed when established, and if they have been maintained over time. This chapter also provides a method to review and limit nonconforming situations when changes to those situations are proposed. The intent is to protect the character of the area by reducing the negative impacts from nonconforming situations. At the same time, the regulations assure that the uses and development may continue and that the zoning regulations will not cause unnecessary burdens.

#### **33.258.030 Types of Nonconforming Situations**

A specific site may be nonconforming because it contains either a nonconforming use, an allowed residential use that exceeds the allowed density, a nonconforming development, or a combination of these. Nonconforming uses, nonconforming residential densities, and nonconforming development are defined in Chapter 33.910, Definitions.

#### **33.258.070 Nonconforming Development**

A. Purpose. This section is primarily aimed at upgrading nonconforming development elements that affect the appearance and impacts of a site. It is not intended to require extensive changes that would be extremely impractical such as moving or lowering buildings.

B. Continued operation. Nonconforming developments may continue unless specifically limited by Subsection D. below or other regulations in this Title.

C. Changes. Changes may be made to the site that are in conformance with the development standards of the base zone, overlay zone, plan district or other development standards that apply to the site. Changes that bring the site closer to conformance are allowed. Proposed changes that are not in conformance or do not move closer to conformance, are subject to the adjustment process unless prohibited.

D. Development that must be brought into conformance. The regulations of this subsection are divided into two types of situations, depending upon whether the use is also nonconforming or not. These regulations apply except where superseded by more specific regulations in the code.

2. Nonconforming development with an existing nonconforming use, allowed use, limited use, or conditional use. Nonconforming development associated with an existing



nonconforming use, an allowed use, a limited use, or a conditional use, must meet the requirements stated below. When alterations are made that are over the threshold of Subparagraph D.2.a., the site must be brought into conformance with the development standards listed in Subparagraph D.2.b. The value of the alterations is based on the entire project, not individual building permits.

a. Thresholds triggering compliance. The standards of Subparagraph D.2.b., below, must be met when the value of the proposed alterations on the site, as determined by BDS, is more than \$306,300.

b. Standards which must be met. Development not complying with the development standards listed below must be brought into conformance or receive an adjustment.

(1) Landscaping and trees required for the following areas:

- Exterior display, storage, and work activity areas;
- Setbacks for surface parking and exterior development areas;
- Interior parking lot landscaping;
- Existing building setbacks;
- Minimum landscaped areas (where land is not used for structures, parking, or exterior improvements); and
- On-site tree density standards of Subsection 11.50.050.C.

(2) Pedestrian circulation systems, as set out in the pedestrian standards that apply to the site;

(3) Bicycle parking by upgrading existing racks and providing additional spaces in order to comply with 33.266.200, Bicycle Parking as follows:

- Major remodeling projects must meet the standards for all bicycle parking;
- Sites with accessory surface parking must meet the standards for all bicycle parking;
- In all other situations, the amounts and standards for short-term bicycle parking must be met.

(4) Screening; and

(5) Required paving of surface parking and exterior storage and display areas.

*RESPONSE: The existing Use is an Allowed Use in the CM2 Zone, but the existing building is considered nonconforming development. The existing building was built in 1940 prior to land use regulations requiring Ground Floor Windows. There is no article of 33.258.070 D 2 that requires that the existing building be brought into compliance with the Ground Floor Window standard, however the building is not allowed to go further into non-compliance.*

*Section 33.130.230 B requires 25% Ground Floor Windows and Section 33.415 Centers Main Street increases that to 60%. The Glisan Street façade with 10.9% glazing does not meet the requirement, but the project moves the glazing percentage up to 13.3%. The NW 21<sup>st</sup> Avenue façade is better with 42% glazing and remains unchanged.*



### **33.266 Parking, Loading, And Transportation And Parking Demand Management**

#### **33.266.110 Minimum Required Parking Spaces**

##### **B. Minimum number of required parking spaces.**

1. Minimum for sites located close to transit. For sites located 1500 feet or less from a transit station, or 500 feet or less from a transit street with 20-minute peak hour service the following minimum parking requirements apply. The Bureau of Transportation will publish a map annually, adopted through Administrative Rule, showing sites that meet these service thresholds. For sites not shown on the map, the applicant may provide current information demonstrating that the site meets the service thresholds:

a. Household Living uses. The minimum number of required parking spaces for a site with a Household Living use is:

(1) Where there are up to 30 dwelling units on the site, no parking is required;

*RESPONSE: The project includes eight dwelling units; no parking has been provided for them. The existing restaurant has one interior parking stall which is being maintained.*

#### **33.266.200 Minimum Required Bicycle Parking**

B. Number of spaces required. 1. The required minimum number of bicycle parking spaces for each use category is shown in Table 266-6. No bicycle parking is required for uses not listed. Minimum bicycle parking is calculated on a geographic hierarchy based on the current and future bicycle usage. Standard A in Table 266-6 applies to the areas shown as Standard A on Map 266-1. Standard B in Table 266-6 applies to all other areas of the city.

#### **33.266.210 Bicycle Parking Development Standards**

##### **C. Standards for all bicycle parking.**

The Bureau of Transportation maintains a bicycle parking handbook that includes information on rack standards, siting guidelines and other standards of this code chapter. Long-term and short-term bicycle parking must be provided in lockers or racks that meet the following standards:

1. Bicycle parking area standards. The area devoted to bicycle parking must be hard surfaced.

2. Bicycle racks. Where bicycle parking is provided in racks, the racks must meet the following standards:

a. The rack must be designed so that the bicycle frame and one wheel can be locked to a rigid portion of the rack with a U-shaped shackle lock, when both wheels are left on the bicycle;

b. If the rack is a horizontal rack, it must support the bicycle at two points, including the frame; and

c. The rack must be securely anchored with tamper-resistant hardware.

*RESPONSE: Table 266-6 shows that Standard A applies. The eight units require 12 long term stalls. These have been provided in a covered rack using the staggered vertical configuration behind the secured entry door. Additionally, two short term racks will be provided along SW Glisan.*



### **33.266.310 Loading Standards**

#### **C. Number of loading spaces.**

1. Buildings where all of the floor area is in Household Living uses must meet the standards of this Paragraph.
  - a. One loading space meeting Standard B is required where there are more than 40 dwelling units in the building and the site abuts a street that is not a streetcar alignment or light rail alignment.
2. Buildings where any of the floor area is in uses other than Household Living must meet the standards of this Paragraph.
  - a. Buildings with any amount of net building area in Household Living and with less than 20,000 square feet of floor area in uses other than Household Living are subject to the standards in C.1. above.

*RESPONSE: Per 33.266.310, no Loading Space is required.*

### **33.266.410 Transportation and Parking Demand Management**

B. Transportation and parking demand management in the commercial/mixed use and multi-dwelling zones. In the commercial/mixed use and multi-dwelling zones, a TDM plan is required when new development includes a building with more than 10 dwelling units, or an alteration to existing development includes the addition of more than 10 dwelling units within a building.

*RESPONSE: The project adds less than 10 dwelling units therefore a TDM Plan is not required.*

### **33.415 Centers Main Street Overlay Zone**

#### **33.415.200 Required Ground Floor Active Use**

Within 100 feet of a transit street, at least 25 percent of the ground level floor area must be in one of the following active uses. Only uses allowed in the base zone may be chosen:

- A. Retail Sales and Service;

#### **33.415.340 Ground Floor Windows**

The ground floor window standards of the base zones apply to all sites in the Centers Main Street overlay zone, however the percentage of ground floor window required by 33.130.230.B.2.a(1) is increased to 60 percent.

#### **33.415.350 Entrances**

C. Entrance Design. Required entrances must be designed to meet the requirements of 33.130.242 Transit Street Main Entrance.



*RESPONSE: The ground floor is an active use – a restaurant. The existing building does not meet the Ground Floor Window standard of 60%. See Response to 33.258 Nonconforming Situations for discussion. See Response to 33.130.242 for compliance with Entrance Design.*

### **33.445.320 Development and Alterations in a Historic District**

Building a new structure or altering an existing structure in a Historic District requires historic resource review to ensure the resource's historic value is considered prior to or during the development process.

*RESPONSE: Requirement noted.*

### **33.445.420 Development and Alterations in a Conservation District**

Building a new structure or altering an existing structure in a Conservation District requires historic resource review to ensure the resource's historic value is considered prior to or during the development process.

- A. When historic resource review is required in a Conservation District. Unless exempted by Subsection B., below, the following proposals in a Conservation District are subject to historic resource review. Some may be eligible to use the Community Design Standards as an alternative; see Section 33.445.710:
  - 1. Exterior alterations

*RESPONSE: The site is in the Alphabet Historic District. See Response to the Community Design Guidelines, Appendix I above.*

### **33.562 Northwest Plan District**

#### **33.562.210 Maximum Height**

The maximum building heights allowed are shown on Map 562-4

*RESPONSE: Map 562-4 shows the Maximum Height as equivalent to the Base Zone maximum of 45'. The project is designed at 39'-6".*

#### **33.562.220 Floor Area Ratios**

B. Minimum floor area ratio.

- 1. Where this regulation applies. The regulation of this subsection applies:
  - a. In the CM2 zone
- 2. Regulation. The minimum required floor area ratio is 1.5 to 1.

C. Maximum floor area ratios.

- 1. Maximum floor area ratios are shown on Map 562-5

*RESPONSE: Map 562-5 shows the Maximum FAR as equivalent to the Base Zone maximum of 2.5. The project is designed with an FAR of 2.47.*



### **33.562.240 Standards on Main Streets and the Streetcar Alignment**

C. Required windows above the ground floor. On the portion of a site within 200 feet of a main street or the streetcar alignment, windows must cover at least 15 percent of the area of the street-facing façade above the ground floor wall area. This requirement is in addition to any required ground floor windows. Ground floor wall areas include all exterior wall areas up to 9 feet above grade.

*RESPONSE: NW 21<sup>st</sup> is a Main Street. The building façade above the ground floor is 1,475 sf of which 338 sf is glazing (23%)*

D. Ground floor active use standard. In order to accommodate active uses, such as residential, retail, or office, the ground floor of buildings must be designed and constructed as follows. This standard must be met along at least 50 percent of the ground floor of walls that front onto a main street or streetcar alignment.

Areas designed to accommodate active uses must meet the following standards:

1. The distance from the finished floor to the bottom of the structure above must be at least 12 feet. The bottom of the structure above includes supporting beams;
2. The area must be at least 25 feet deep, measured from the street-facing façade;
3. At least 25 percent of the area of the street-facing façade of the portion of the building designed to meet the requirements of this subsection must be windows and doors

*RESPONSE: NW 21<sup>st</sup> is a Main Street. The entire ground floor is a restaurant meeting the basic requirement.*

1. *The clear height to bottom of the existing beams is 13'-6"*
2. *The entire ground floor is occupied by the existing restaurant*
3. *As measured per 33.130.230B, the ground floor is 42% glazing*

### **33.562.270 Minimum Active Floor Area**

C. Standard

On the portion of a site within 200 feet of a streetcar alignment, at least 50 percent of floor area in each building must be in one or more of the active uses listed below, where allowed by the base zone.

Parking areas, both accessory and commercial, are not included in active floor area. Areas shared among the active uses listed below are included in active floor area. Areas shared by a use not listed below are not included in active floor area. The active uses are:

1. Household or Group Living
2. Retail Sales and Service

*RESPONSE: The entire building is a combination of Retail Sales and Household Living. Making allowance for the small parking area, 96% of the building is Active Floor Area*



### **33.846.060 Historic Resource Review**

A. Purpose. Historic resource review ensures the conservation and enhancement of the special characteristics of historic resources.

B. Review procedure. Procedures for historic resource reviews are shown in Tables 846-1 through 846-4. When determining procedure type for exterior alterations based on project valuation, the dollar amount refers to the value of the exterior changes and any new floor area only. It does not include interior or subgrade alterations.

3. For Historic Districts, excluding Historic or Conservation Landmarks, when proposals are not exempt from review as specified in Subsection 33.445.320.B, the review procedure is determined by Table 846-3, below

E. Approval criteria outside the Central City plan district. Outside the Central City plan district, requests for historic resource review will be approved if the review body finds that the applicant has shown that all of the approval criteria have been met. Conflicts among guidelines and criteria are resolved as specified in Paragraph E.4, below. The approval criteria for historic resource review outside the Central City plan district are as follows:

1. Historic Districts. When historic resource review is required for any resource in a Historic District, including Historic Landmarks and Conservation Landmarks, the approval criteria are:

c. Alphabet Historic District. In the Alphabet Historic District, the approval criteria are the Community Design Guidelines and the Historic Alphabet District Community Design Guidelines Addendum.

*RESPONSE: Table 846-3 indicates a Type III review is required. See Response to Community Design Guidelines above.*



## **TITLE 11**

### **11.50.070 Tree Plan Submittal Requirements**

A tree plan submittal shall include the following information. The tree plan information may be combined with other relevant plan sheets. The submittal shall include:

**A.** Site Plan Requirements. The site plan shall include the following information with sufficient detail to show that the proposal complies with this Title.

1. Existing improvements;
2. Any construction staging areas on site;
3. Proposed alterations including structures, impervious area, grading, and utilities;
4. Existing trees:
  - b.** Trees in the street. For the street area adjacent to the development site or development impact area, indicate the location and the diameter size of:  
**(2)** All trees within the adjacent street that are at least 3 inches in diameter.

*RESPONSE: The site plan shows the size, species, condition, and status of the five street trees. Note that the Pre-Application Conference response from Urban Forestry notes that the Armstrong Maple on NW Glisan should be removed and not replaced.*

### **11.60.030 Tree Protection Specifications**

**A.** Intent. Tree protection during development helps to reduce the negative impacts of construction. The tree protection regulations keep the foliage crown, branch structure and trunk clear from direct contact and injury by equipment, materials or disturbances; preserve roots and soil in an intact and non-compacted state; and visibly identify the root protection zone in which no soil disturbance is permitted and other activities are restricted. Maintaining these protections through development will lessen undesirable consequences that may result from uninformed or careless acts, preserve both trees and property values, and reduce risks associated with damaged or destabilized trees.

*RESPONSE: The existing trees are all mature street trees with root zones below the existing sidewalks. The site plan shows proposed fencing as canopy protection leaving 3' of space to the building face for construction activities.*

## **TITLE 32**

### **32.32.020 Standards in the Commercial/Mixed Use, Employment, and Industrial Zones**

**A.** General standards and sign features. The standards for permanent signs and sign features in the C, E, and I zones are stated in Tables 2 and 3 (Summarized as follows)

- Area Allowed: 1 sf of sign area per 1 linear foot of frontage  
*East: 50 sf maximum, 28 sf provided*  
*South: 97.5 sf maximum, 60 sf provided (Blade Sign 30, Restaurant 28, Apt 2)*



- Maximum Number: No limit within size allocation  
*East: one*  
*South: three*
- Maximum Area per Sign Allowed: 100 sf  
*East: 28 sf*  
*South: 30 sf*
- Minimum Guaranteed Area for Ground Floor Tenant: 32 sf  
*East: 28 sf*  
*South: 28 sf*
- Types Allowed: Fascia, Awning, Marquee, Pitched Roof, Painted Wall, Projecting  
*East: Awning*  
*South: Awning, Projecting, Painted Wall (on glass transom)*
- Lighting Types Allowed: Direct, Indirect, Internal  
*East: Direct*  
*South: Direct, Internal*
- Maximum Distance Extending into ROW: Lesser of 78" or 2/3 of distance to roadway (8')  
*East: N/A*  
*South: 3'*
- Maximum Area Extending into ROW: 30 sf  
*East: N/A*  
*South: 30 sf*

### **32.42.010 Construction and Structural Requirements**

#### **C. Clearances.**

##### **1. Vision clearance areas.**

**a.** Vision clearance areas. Vision clearance areas are triangular-shaped areas located at the intersection of any combination of rights-of-way, alleys or driveways. The sides of the triangle extend 15 feet from the intersection of the vehicle travel areas. See Figure 15a and b. The height of the vision clearance area is from 42 inches above the ground to 10 feet above the ground immediately below the sign or awning. See Figure 15c.

**b.** Signs in vision clearance areas. Signs may not be located within a vision clearance area as defined in this paragraph.

**3.** Pedestrian area clearances. When a sign or awning extends over a sidewalk, walkway or other space used by pedestrians, the bottom of the structure must be at least 8 feet above the ground. Free-hanging valances made of fabric or other non-rigid material hung on signs, awnings, and marquees must be at least 7 feet above of a sidewalk, walkway or other space used by pedestrians.

*RESPONSE: All signs and awnings are outside the Vision and Pedestrian Clearance Areas. The awning gets no closer than six feet to the roadway.*



# Portland Water Bureau

**FROM: wbfireflow@portlandoregon.gov**

## Fire Service/ Sprinkler Design Flow Availability Estimate

*This estimate is intended to assist fire service/ sprinkler system design. This is an estimated flow obtained using a hydraulic model.*

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**117 feet**

M □□□□ □□ □□ □□ □□ □ d □□ □□ □□ □ d □□ □□ □□

**299 feet**

M □□□□ □□ □□ □□ □□ □□ □□ □□

**79 psi**

**STATIC PRESSURE to use for design:  
(80% of the nominal max static pressure)**

**63 psi**

**ESTIMATED FLOW:**

**2500 gpm**

**ESTIMATED RESIDUAL PRESSURE:  
(in the system, with the simulated flow)**

**53 psi**

NOTE: The Water Bureau reserves the right to make future operational changes that may affect flow available at this location. The reported flow is available in the main before any service pipe, backflow prevention device, or meter. This is not an indication of fire flow available at the nearest hydrant.



# Geotechnical Report for 2<sup>nd</sup> Story Addition

501 NW 21<sup>st</sup> Avenue  
Portland, Oregon

Prepared for:  
Investment Builders  
5 April 2021



3915 SW Plum St  
Portland, OR  
503-816-3689



## **PROJECT AND SITE DESCRIPTIONS**

### **Introduction**

Rapid Soil Solutions Inc (RSS) has prepared this geotechnical report, as requested, for the proposed two-story addition above an existing restraint at the northwest corner of NW Glisan Street and NW 21<sup>st</sup> Ave in Portland, Oregon (97209). The existing building is currently assigned the street address of 501 NW 21<sup>st</sup> Ave. The existing building is a single-story structure with a footprint of about 4,850 square feet (area under roof calculated in 2013) with a small second story addition above the western 20 feet of the structure. The building occupies nearly the entirety of the 5,000 square foot tax parcel, with the building facade abutting the sidewalk along both the eastern and southern faces. RSS understands that the two additional stories will be added atop the eastern 80 feet of the commercial structure, adding 8 dwelling units. RSS also understands a roof deck will be constructed above the existing second story addition above the western 20 feet of the commercial structure.

The subject site is found in the Northwest District, an urban neighborhood in the northwest quarter of the City of Portland. Adjacent properties include 511-517 NW 21<sup>st</sup> Ave to the north and 2125 NW Glisan Street to the west. The site is currently occupied by Silver Dollar Pizza, a bar and pizza shop. The site can be found in the Northeast quarter of the Southwest quarter of Section 33, Township 1-North, Range 1-East (W.M.) in Multnomah County and can be distinguished by the lot number 400 (TL 1N1E33CA -00400). The site is situated in the 1885 Kings Second Addition to the City of Portland, and occupies lot 4 of block 18 in this subdivision (abbreviated legal: KINGS 2ND ADD, BLOCK 18, LOT 4). The latitude and longitude of the site are 45.526456 and -122.694739 (45°31'35.2"N, 122°41'41.1"W). The site can be found in the southwest quarter of the Portland 7.5-minute quadrangle (SE ¼ of the Portland 15' Quad).

## **SITE CONDITIONS**

### **Surface Conditions**

This subject site is situated within a neighborhood commercial district of northwest Portland, Oregon. The local strips of retail and restaurants along NW 21<sup>st</sup> Ave, NW 23<sup>rd</sup> Ave, W Burnside Street, and east of NW 19<sup>th</sup> Ave, are interspersed with urban residential land. Local zoning indicates that the subject site, and properties along NW 21<sup>st</sup> Ave, are zoned Commercial Mixed Use 2 (CM2), a medium-scale, commercial mixed-use zone that typically contains uses and a character oriented towards retail, office and residential applications. The surrounding residential districts are part of a medium- to high-density multi-dwelling zone; housing is characterized by a high percentage of building coverage, with building setbacks that provide a green street frontage.

The site is generally positioned west of the Willamette River floodplain and east of the Tualatin Mountains, locally known as the Portland Hills. The site is tucked into the western end of the Portland Basin, on low-relief slopes overshadowed by the structurally deformed uplands of the Tualatin Mountains. Local slopes descend gradually to the northeast. Much of the local area has been overprinted by urban development; most of the local land has been impacted by over 100 years of urban development and redevelopment. A majority of the local land area is covered by impermeable surfaces (buildings, asphalt, etc.).



### *General Site Conditions*

The property, as described by the local jurisdiction, encompasses 0.11 acres (5,000 square feet) in the Northwest district neighborhood. The property is rectangular, measuring 50 feet wide along NW 21<sup>st</sup> Ave and 100 feet deep along NW Glisan Street. The property is occupied by a commercial structure currently housing a restaurant and bar: Silver Dollar Saloon and Pizza Company. The structure was originally constructed in 1940. A roll up garage door and driveway access are situated in the western 20' of the building. Above the garage/storage area is a second story, which was constructed in 2013. A large metal awning extends over a portion of the adjacent sidewalk along both NW 21<sup>st</sup> Ave and NW Glisan Street.

Both roadways adjacent to the subject site are paved with asphalt concrete. They both have concrete curbs with public sidewalks.

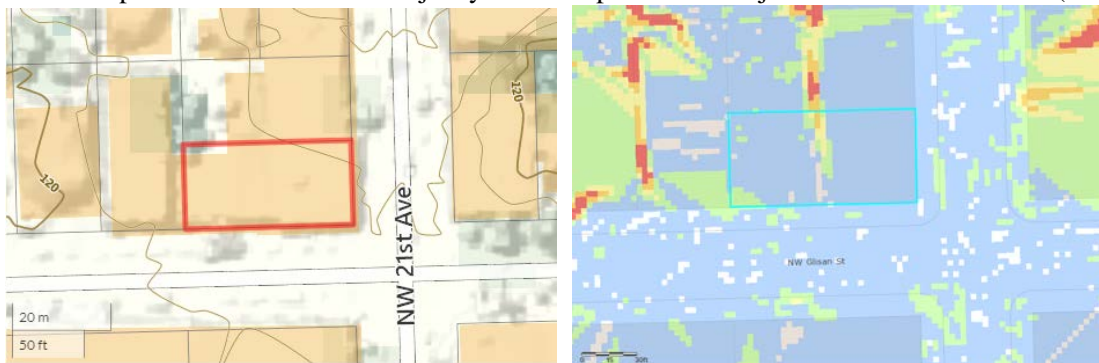
### *Historic Site Conditions*

Historic aerial imagery dating back to 1951 was referenced as part of this investigation. This imagery indicates that the subject site and surrounding slopes were developed prior to 1951. The aerial image suggests urban developed across the local neighborhood by 1951. Aerial imagery does not suggest major changes at the subject site after 1951. A second story addition was added to the western end of the site in 2013.

### *Slopes*

The subject site is situated on relatively low, northeast descending slopes in the Portland Basin. The urban development across the local neighborhood as substantially impacted the local slopes. Many small streams historically descending out of the Tualatin Mountains (Portland Hills) west of the subject site, were diverted into pipes and buried to make room for development. Many historic fills and cuts were poorly documented. No evidence of a buried stream at the subject site was observed in historic documentation, a stream bed leveled with artificial fill is located roughly a block west of the subject site. The local slopes have been additionally impacted by grading to smooth roadways and level properties for development.

Two-foot contours on Metro Map indicate that there is less than two feet of elevation change across the subject site. On site observations indicate that the area is nearly level. A slope model presented by Portland Maps, derived from a 5-ft DEM, suggests that the average slope across the subject site is 2%. The slope model indicates the majority of the slopes on the subject site don't exceed 5% (blue).



*Figure 1: Slopes on the subject site. Left: 2' contours from Metro Map. Right: slope model from Portland Maps [ $<5\%$ : blue, 5-10%: green, 10-15%: yellow, 15-20%: orange,  $>20\%$ : red]*



Historic topographic maps dating back to 1897 suggest that modern slopes are relatively consistent with the historic morphology.

### **Regional Geology**

The subject site is situated in the Portland Basin, recent geologic literature classifies the slopes underlying the subject site as fine-grained Missoula Floods deposits. These deposits are also referred to as fine grained Catastrophic flood deposits and the silt and sand dominated facies of the Missoula Floods.

### *Geologic History*

The subject site is generally situated within the forearc basin of the Cascadia subduction system between the Cascade Range (volcanic arc) and the Coastal Range (accretionary/subduction complex). The site is part of the Portland Basin, which is one of several topographic and structural depressions that collectively constitute the Puget-Willamette forearc trough. This topographic and structural basin generally has low relief. The basin formed due to tectonic compressional stress that both initiated the basin's formation and produced prolonged the enlargement of the basin. As the Portland Basin continued to subside during the late Miocene and Pliocene, it filled with continental fluvial and lacustrine sediments that were transported long distances by the ancestral version of modern rivers, as well as with locally derived detritus carried in by tributaries draining the surrounding highlands. This resulted in a thick accumulation of material preserving a complex record of deposition and erosion (aggradation and incision). Deposits laid down by ancient rivers are buried beneath the thick deposit of catastrophic flood deposits.

At the end of the last glacial maximum, an ice dam in western Montana began to melt. The periodic failure of the ice dam retaining Glacial Lake Missoula resulted in dozens of gigantic floods that stretched from their origin in Montana generally following the Columbia River and eventually reaching the Pacific Ocean. The hydraulically restrictive Oregon Coast Range causes the sediment filled waters to temporarily pond across much of the Willamette forearc trough including the Portland, Tualatin and Willamette basins. The floodwaters, which reached an elevation of 400 feet above sea level, soured many areas down to bedrock and buried others beneath thick layers of gravel, sand and silt that can be divided into a fine-grained unit and a coarse-grained unit. Dramatic scour features and giant bars can be seen within the Portland Basin, and demonstrate the great influence the floodwaters had on shaping the Quaternary geomorphology of the region. Substantial slackwater deposits formed as the floodwaters ponded across the local lowlands. As a group, the sediments are generally comprised of unconsolidated silt, sand, and gravels and were emplaced between about 21,000 to 12,000 years ago.

### *Site Geology*

The sediments brought into the lowlands by the Missoula Floods were deposited when the waters slowed down, blanketing older fluvial and igneous deposits with swaths of rhythmic sedimentary beds. Various studies have divided the Missoula Floods deposits into distinct facies defined by grain size. The materials found at the subject site are part of the fine-grained facies.

The fine-grained facies of the Missoula Floods are described as an unconsolidated light-brown to light-gray silt, clay and fine to medium sand. The sediments are deposited in a series of distinct layers, a few inches to a few feet thick, each of which represents a single flood. The finer sediments are predominantly quartz and feldspar and also contain white mica. The coarser sediments can be



comprised of Columbia River Basalt fragments. Poorly defined beds of 1- to 3-feet thickness are observed in outcrops, and complex layering has been recorded in boreholes. These deposited have been interested as slack-water sediments settling form the slowing floodwaters. In some areas of this unit, it can include sediments compositionally similar to loess. Soil development commonly introduces significant clay and iron oxides into the upper 6-10 feet of the deposit.

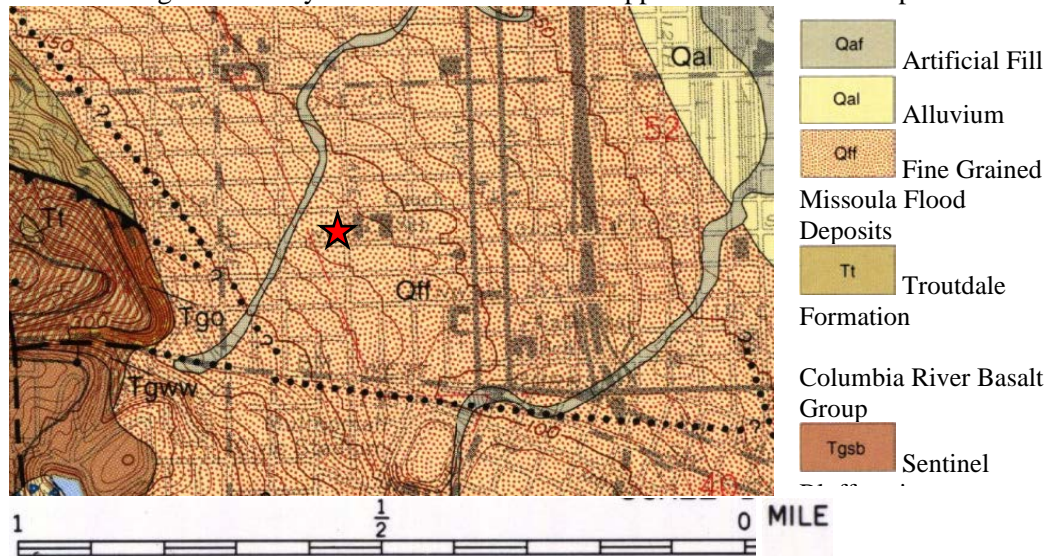


Figure 2: Geology. Excerpt from Beeson, Tolan, & Madin (1991). Subject site starred.

## GeoHazard Review

The Oregon HazVu: Statewide Geohazard Viewer and Metromap, and IMS-33 were reviewed on 01 April 2021 to investigated mapped geological hazards.

This review indicates that the parcel is situated generally outside the 100-year floodplain, as mapped by FEMA.

The expected earthquake-shaking hazard is classified as 'severe'. The earthquake liquefaction hazard at the subject site is not mapped. The local region is cross cut by numerous small faults, particularly in the uplands west of the subject site. The nearest mapped fault, classified as active by DOGAMI, is the NW-SE oriented Portland Hill Fault passing less than 0.2 miles southwest of the subject site.

IMS-15 rates the site vicinity as having a peak horizontal acceleration of 0.8 to 0.9g for a magnitude 6.8 Portland Hills Fault earthquake. This falls on the Modified Mercalli Intensity scale within the category of 'Violent Shaking'. Violent shaking can produce considerable damage in specially designed structures, will throw well-designed frame structures out of plumb, and will result in great damage to substantial buildings, with partial collapse.

Morphology-based mapping does not depict the presence of a landslides at or adjacent to the subject site. Much of the native morphology has been obscured by grading. The local slopes are relatively low. Susceptibility maps indicate that the site is on slopes with a low susceptibility to deep seated landslides (failure depths at or below 15' below ground surface). Susceptibility maps indicate that the slopes within the subject site contain a low susceptibility to shallow seated landslides (failure depths of less than 15 feet below the ground surface).



### **Field Exploration and subsurface conditions**

In addition, a total of one (1) boring were excavated on site with a hand auger. The location of the boring and WP are shown on figure 2 in the appendix. An EIT, engineer-in-training, observed the excavation of the boring and logged the subsurface materials. A registered professional engineer reviewed the results. Boring log detailing materials encountered is in the appendix. The log was created using the Unified Soil Classification and Visual Manual Procedure (ASTM-D 2488). The soils found on site were medium stiff, clayey silt that stayed relatively the same up to the boring depth of 7.25 feet, prior to refusal. Moisture contents ranged from 20.9% to 24.4%. No groundwater was encountered

RSS utilized a Wildcat direct drive probe (WDCP) developed by Trigg's Technologies. The WDCP consists of driving a 1.2in diameter one meter long steel rod into the ground using a cone tip using a 35lb hammer with a 15in, free fall height. The number of blows required to drive the steel rods is recorded for each 10centimeters. The number of blow are then converted to a corresponding Standard Penetration Test (SPT) 'N' Values, which are used to estimate the soil relative consistency or strength.

RSS performed one (1) Wildcat Dynamic Cone Penetration test on site to a depth of 3.3 meters or 10.83ft before refusal was met.

The USDA National Resource Conservation Service Web Soil Survey classifies the soils within the subject site as urban land (3-15% slopes).

### **Foundation recommendations**

The building foundations may be installed on either engineered fill or firm native sub-grade that is found at a depth of about 1ft to 1.5ft. This depth may be locally variable and should be confirmed by a geotechnical engineer or their representative at the time of construction. ***Please allow 48hours notice to call for foundation inspections.***

Continuous wall and isolated spread footings should be at least 16 and 24 inches wide, respectively. The bottom of exterior footings should be at least 16 inches below the lowest adjacent exterior grade. The bottom of interior footings should be at least 12 inches below the base of the floor slab.

Footings placed on engineered fill or firm native sub-grade should be designed for an allowable bearing capacity of 2,000 *pounds per square foot (psf)*. The recommended allowable bearing pressure can be doubled for short-term loads such as those resulting from wind or seismic forces.

Lateral loads on footings can be resisted by passive earth pressure on the sides of the structures and by friction at the base of the footings. An allowable lateral bearing pressure of 150 *pounds per cubic foot (psf/f)* below grade may be used. Adjacent floor slabs, pavements or the upper 12-inch depth of adjacent, unpaved areas should not be considered when calculating passive resistance.



#### Engineering values summary

Bearing capacity SILT	2,000psf
Coefficient of friction - SILT	0.32
Active pressure	40pcf
Passive pressure	300pcf

#### Settlement and Liquefaction

The City of Portland expressed concern that the site might be Liquefaction occurs when vibrations or water pressure within a mass of soil cause the soil particles to lose contact with one another. As a result, the soil behaves like a liquid, has an inability to support weight and can flow down very gentle slopes. This condition is usually temporary and is most often caused by an earthquake vibrating water-saturated fill or unconsolidated soil. Conditions that causing liquefaction are loose, granular sediment or fill, saturation by groundwater and strong shaking.

RSS used liquefy pro to evaluate the site during a **magnitude 7 earth quake** that results in a  $PGA=0.4$  using site class d. The liquefaction results are in the appendix.

Settlement of Saturated Sands=0.0 in.

Settlement of Unsaturated Sands=0.05 in.

Total Settlement of Saturated and Unsaturated Sands=0.05 in.

Differential Settlement=0.024 to 0.032 in.

The analysis shows a  $SF = 5$  RSS professional opinion no additional mitigation measures are needed. There is no open face to a body of water so there is no potential of lateral spreading.

Regular settlement from our knowledge of the project scope, and for footings designed as described in the preceding paragraphs, maximum settlement should not exceed 1 inch. Differential settlement should be on the order of 50 to 75% of the maximum settlement over 50 feet. Our settlement estimate assumes that no disturbance to the foundation soils would be permitted during excavation and construction, and that footings are prepared as described in the preceding paragraphs.

#### Seismic Design Criteria

The seismic design criteria for this project found herein is based on the ASCE 7-16 and from the USGS Earthquake Hazards Program. A summary of seismic design criterion below using Latitude 45.526456 and Longitude of -122.694739, soil site class D.

Null=see section 11.4.8, with a  $PGA=0.4$

	<b>Short Period</b>	<b>1 Second</b>
Maximum Credible Earthquake Spectral Acceleration	$S_s = 0.887 \text{ g}$	$S_1 = 0.398 \text{ g}$
Adjusted Spectral Acceleration	$S_{ms} = 1.064 \text{ g}$	$S_{m1} = \text{null}$
Design Spectral Response Acceleration Perimeters	$S_{ds} = 0.709 \text{ g}$	$S_{d1} = \text{null}$



## **CONCLUSIONS AND RECOMMENDATIONS**

Satisfactory earthwork performance depends on the quality of construction. Sufficient monitoring of the activities of the contractor is a key part of determining that the work is completed in accordance with the construction drawings and specifications. I recommend that the geotechnical engineer or her representative should be called to check all new foundation elements.

### **Limitations**

This report has been prepared for the exclusive use of the addressee, and their architects and engineers for aiding in the design and construction of the proposed development. It is the addressee's responsibility to provide this report to the appropriate design professionals, building officials, and contractors to ensure correct implementation of the recommendations. The opinions, comments and conclusions presented in this report were based upon information derived from our literature review, field investigation, and laboratory testing. Conditions between, or beyond, our exploratory borings may vary from those encountered. Unanticipated soil conditions and seasonal soil moisture variations are commonly encountered and cannot be fully determined by merely taking soil samples or soil borings. Such variations may result in changes to our recommendations and may require that additional expenditures be made to attain a properly constructed project. Therefore, some contingency fund is recommended to accommodate such potential extra costs.

If there is more than 2 years time between the submission of this report and the start of work at the site; if conditions have changed due to natural causes or construction operations at, or adjacent to, the site; or, if the basic project scheme is significantly modified from that assumed, it is recommended this report be reviewed to determine the applicability of the conclusions and recommendations.

The work has been conducted in general conformance with the standard of care in the field of geotechnical engineering currently in practice in the Pacific Northwest for projects of this nature and magnitude. No warranty, express or implied, exists on the information presented in this report. By utilizing the design recommendations within this report, the addressee acknowledges and accepts the risks and limitations of development at the site, as outlined within the report.

### **References**

Metro Map <https://gis.oregonmetro.gov/metromap/>  
Portland Maps <https://www.portlandmaps.com/>  
Google Maps <https://www.google.com/maps>  
Google Earth 2019  
Multnomah County SAIL <https://multco.us/surveyor/sail-survey-and-assessor-image-locator>  
DOGAMI Oregon State Wide Geohazard Viewer (HazVu)  
<https://gis.dogami.oregon.gov/maps/hazvu/>  
DOGAMI Lidar Viewer <https://gis.dogami.oregon.gov/maps/lidarviewer/>  
DOGMAI Statewide Landslide Information Layer for Oregon  
<https://gis.dogami.oregon.gov/maps/slido/>



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## **APPENDIX**

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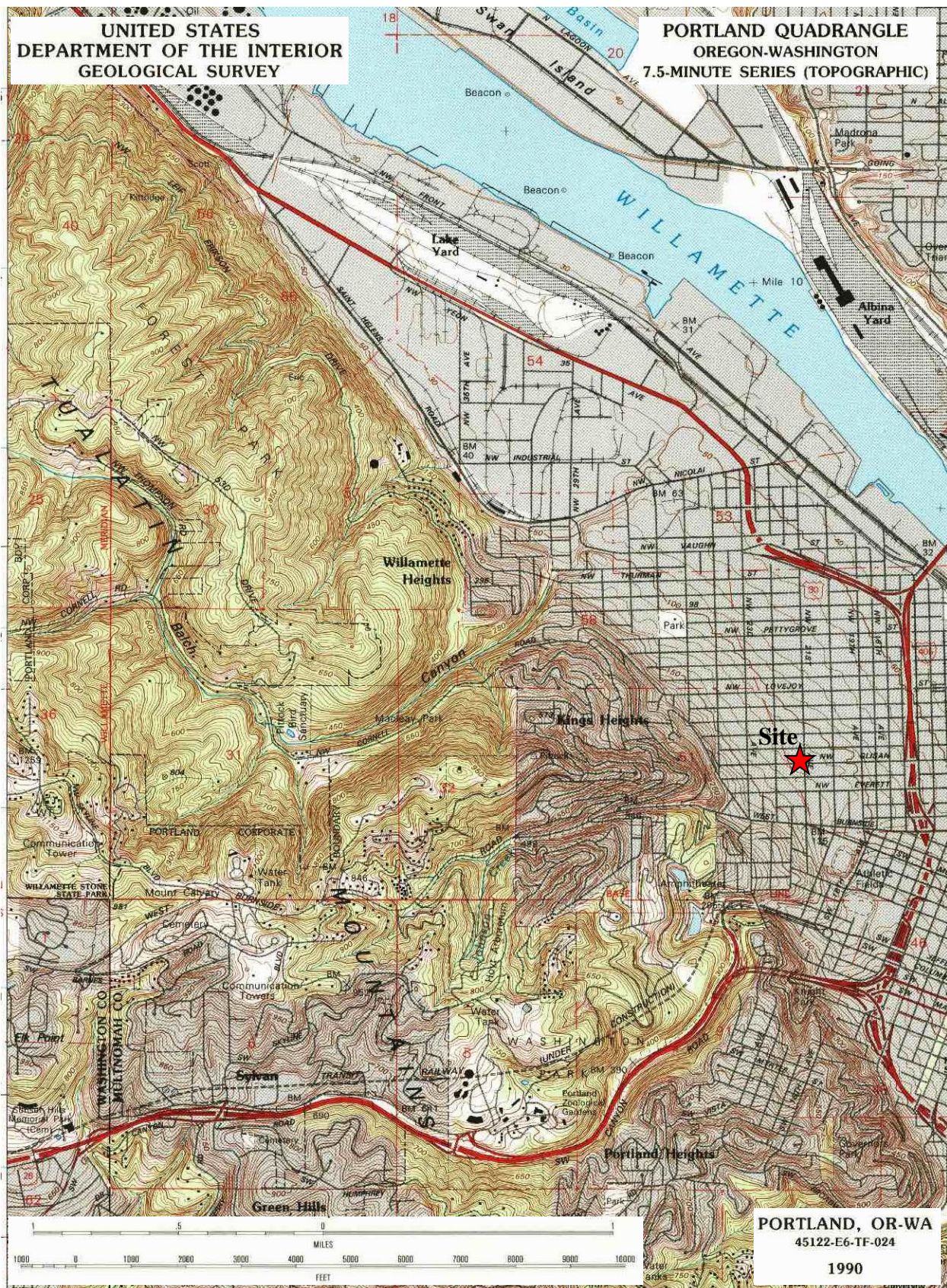


Figure 1: Subject site location on the SW quarter of the Portland, OR 7.5-minute Quadrangle



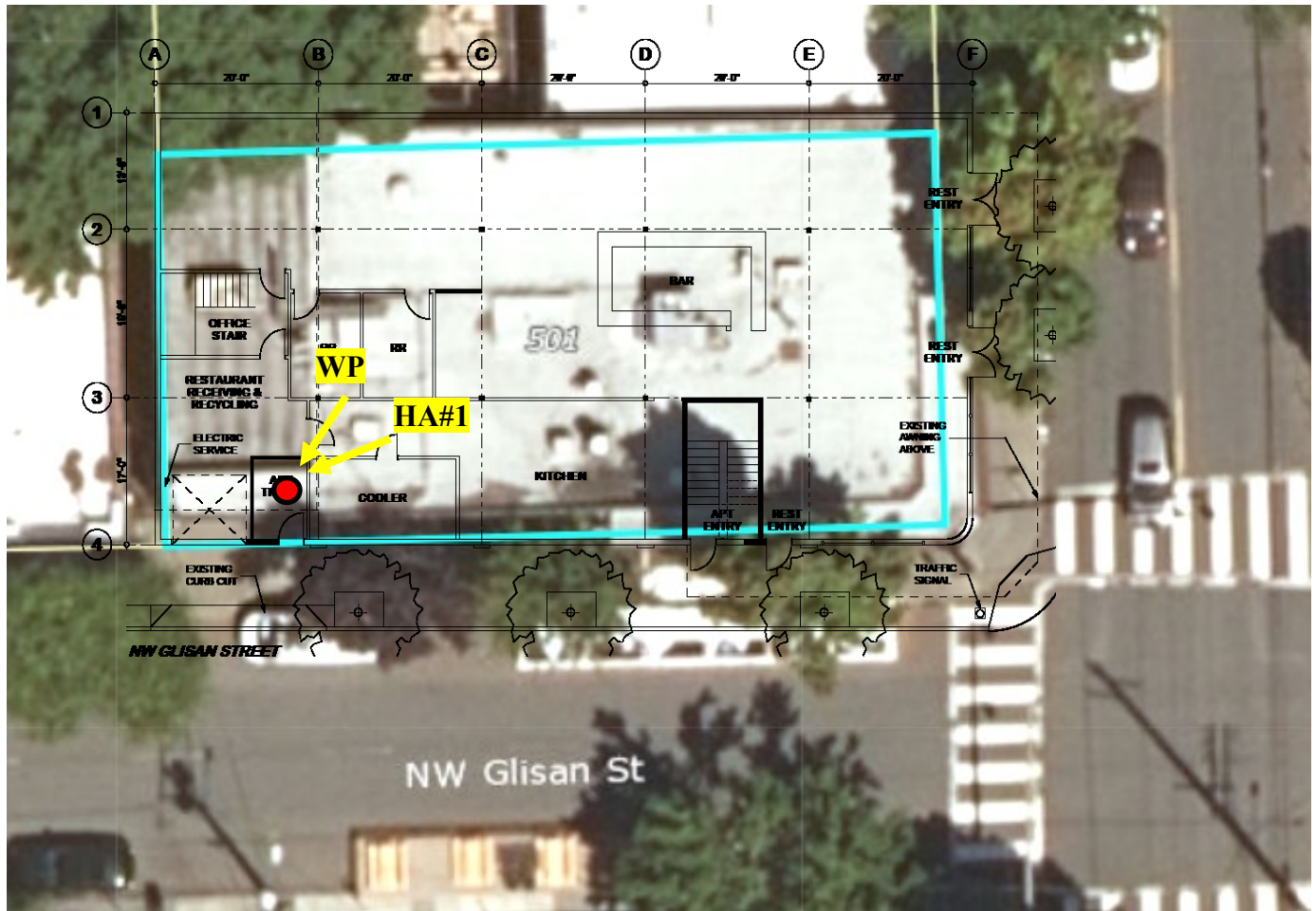


Figure 2: Testing Location



Project Name: 501 NW 21st Ave., Portland

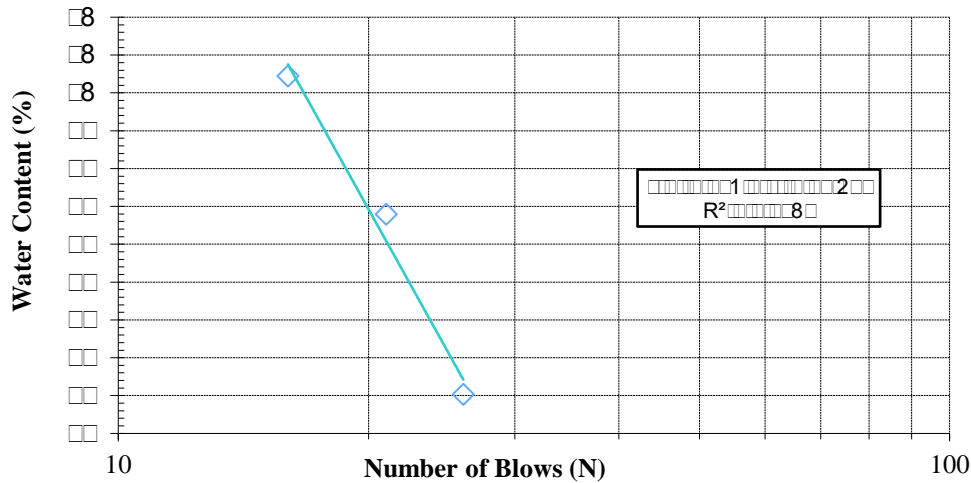
Sample Date 3/25/2021

Atterberg Limit Test

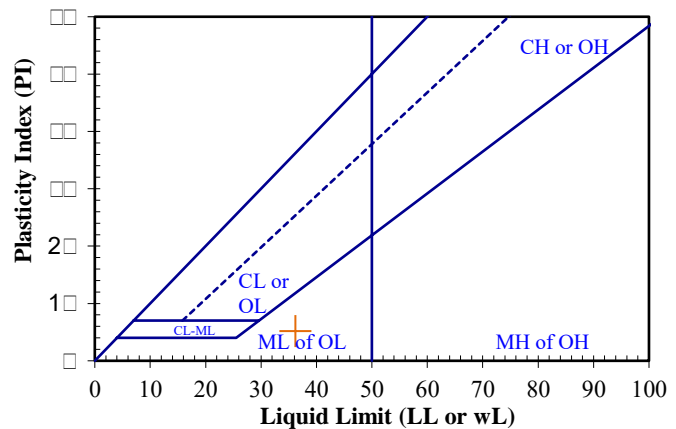
Sample Number: HA#1B

Depth: 7.25 ft

Liquid Limit					Plastic Limit	
1	Tare No.	d2.1	d2.2	d2.3	r2.1	r2.2
2	Tare Mass (g)	40.01	40.01	39.86	39.92	39.04
3	Tare Plus Wet Soil (g)	76.99	77.66	74.53	52.29	53.78
4	Tare Plus Dry Soil (g)	67.20	67.50	65.04	49.40	50.24
5	Mass of Water (g)	9.79	10.16	9.49	2.89	3.54
6	Mass of Soil (g)	27.19	27.49	25.18	9.48	11.20
7	Water Content (%)	36.01	36.96	37.69	30.49	31.61
8	No. Blows	26	21	16		



Liquid Limit (%) 36.2  
 Plastic Limit (%) 31.0  
 Plasticity Index (%) 5.2  
 USCS Classification of fines: ML





Project Name: 501 NW 21st Ave., Portland

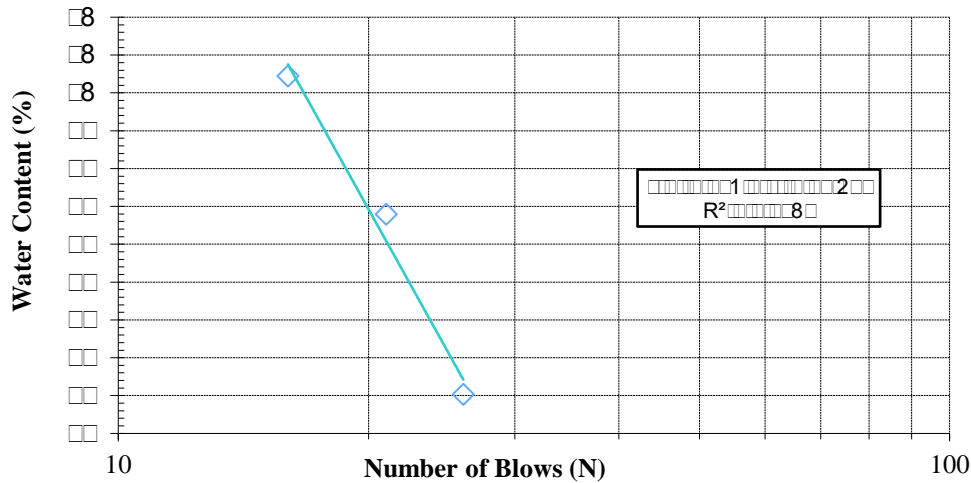
Sample Date 3/25/2021

Atterberg Limit Test

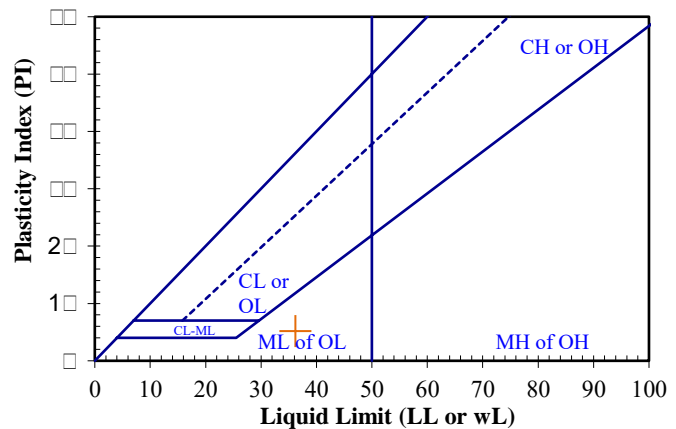
Sample Number: HA#1B

Depth: 7.25 ft

Liquid Limit					Plastic Limit	
1	Tare No.	d2.1	d2.2	d2.3	r2.1	r2.2
2	Tare Mass (g)	40.01	40.01	39.86	39.92	39.04
3	Tare Plus Wet Soil (g)	76.99	77.66	74.53	52.29	53.78
4	Tare Plus Dry Soil (g)	67.20	67.50	65.04	49.40	50.24
5	Mass of Water (g)	9.79	10.16	9.49	2.89	3.54
6	Mass of Soil (g)	27.19	27.49	25.18	9.48	11.20
7	Water Content (%)	36.01	36.96	37.69	30.49	31.61
8	No. Blows	26	21	16		



Liquid Limit (%) 36.2  
 Plastic Limit (%) 31.0  
 Plasticity Index (%) 5.2  
 USCS Classification of fines: ML





# HA-1

Surface Elevation:  
Boring Date: 25 March 2021  
Boring Location: Portland, OR  
Drilling Method: Hand Auger

SuperLog CivilTech Software, USA www.civiltech.com File: C:\Users\Chris\Documents\2021\Geotech\Reports\Portland, OR\501 NW 21st Ave\HA-1 - 501 NW 21st Ave.log Date: 3/26/2021

Depth	Remarks	Moisture (%)	Dry Density	Blow Counts	Sample Type	Water Table
0						
					CN	Concrete
					GP-GM	Subbase, Poorly Graded Gravel with Silt
2					ML	Damp, light brown, fine grained w/ scattered mix of angular and subangular gravels, medium stiff, clayey SILT
4	PI=7.0%; LL=31.3%	20.9				
6					ML	Damp, light brown w/ pockets of orange and tan, fine grained w/ scattered mix of angular and subangular gravels, medium stiff, clayey SILT
8	PI=5.2%; LL=36.2%	24.4				Boring completed at depth of 7.25ft, refusal
10						
12						
14						

## LOG OF BORING

**Rapid Soil Solutions**

501 NW 21st Ave.

Plate 1



[illegible]



\*\*\*\*\*

## LIQUEFACTION ANALYSIS SUMMARY

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www.civiltech.com

Title: 501 NW 21st Avenue

Surface Elev.=

Hole No.=1

Depth of Hole= 11.00 ft

Water Table during Earthquake= 20.00 ft

Water Table during In-Situ Testing= 20.00 ft

Max. Acceleration= 0.4 g

Earthquake Magnitude= 7.00

### Input Data:

Surface Elev.=

Hole No.=1

Depth of Hole=11.00 ft

Water Table during Earthquake= 20.00 ft

Water Table during In-Situ Testing= 20.00 ft

Max. Acceleration=0.4 g

Earthquake Magnitude=7.00

No-Liquefiable Soils: CL, OL are Non-Liq. Soil

1. SPT or BPT Calculation.
2. Settlement Analysis Method: Ishihara / Yoshimine
3. Fines Correction for Liquefaction: Idriss/Seed
4. Fine Correction for Settlement: During Liquefaction\*
5. Settlement Calculation in: All zones\*
6. Hammer Energy Ratio,  $C_e = 1$
7. Borehole Diameter,  $C_b = 1$
8. Sampling Method,  $C_s = 1$
9. User request factor of safety (apply to CSR) , User= 1  
Plot one CSR curve ( $f_{s1}=1$ )
10. Use Curve Smoothing: Yes\*

\* Recommended Options

### In-Situ Test Data:

Depth ft	SPT	gamma pcf	Fines %
-------------	-----	--------------	------------

2.00	2.00	90.00	100.00
------	------	-------	--------



5.00	7.00	90.00	100.00
7.50	16.00	90.00	100.00
10.80	32.00	90.00	100.00

---

Output Results:

Settlement of Saturated Sands=0.00 in.

Settlement of Unsaturated Sands=0.05 in.

Total Settlement of Saturated and Unsaturated Sands=0.05 in.

Differential Settlement=0.024 to 0.032 in.

Depth ft	CRRm	CSRfs	F.S.	S_sat. in.	S_dry in.	S_all in.
2.00	0.11	0.26	5.00	0.00	0.05	0.05
2.05	0.11	0.26	5.00	0.00	0.05	0.05
2.10	0.11	0.26	5.00	0.00	0.05	0.05
2.15	0.11	0.26	5.00	0.00	0.05	0.05
2.20	0.11	0.26	5.00	0.00	0.05	0.05
2.25	0.11	0.26	5.00	0.00	0.05	0.05
2.30	0.12	0.26	5.00	0.00	0.04	0.04
2.35	0.12	0.26	5.00	0.00	0.04	0.04
2.40	0.12	0.26	5.00	0.00	0.04	0.04
2.45	0.12	0.26	5.00	0.00	0.04	0.04
2.50	0.12	0.26	5.00	0.00	0.04	0.04

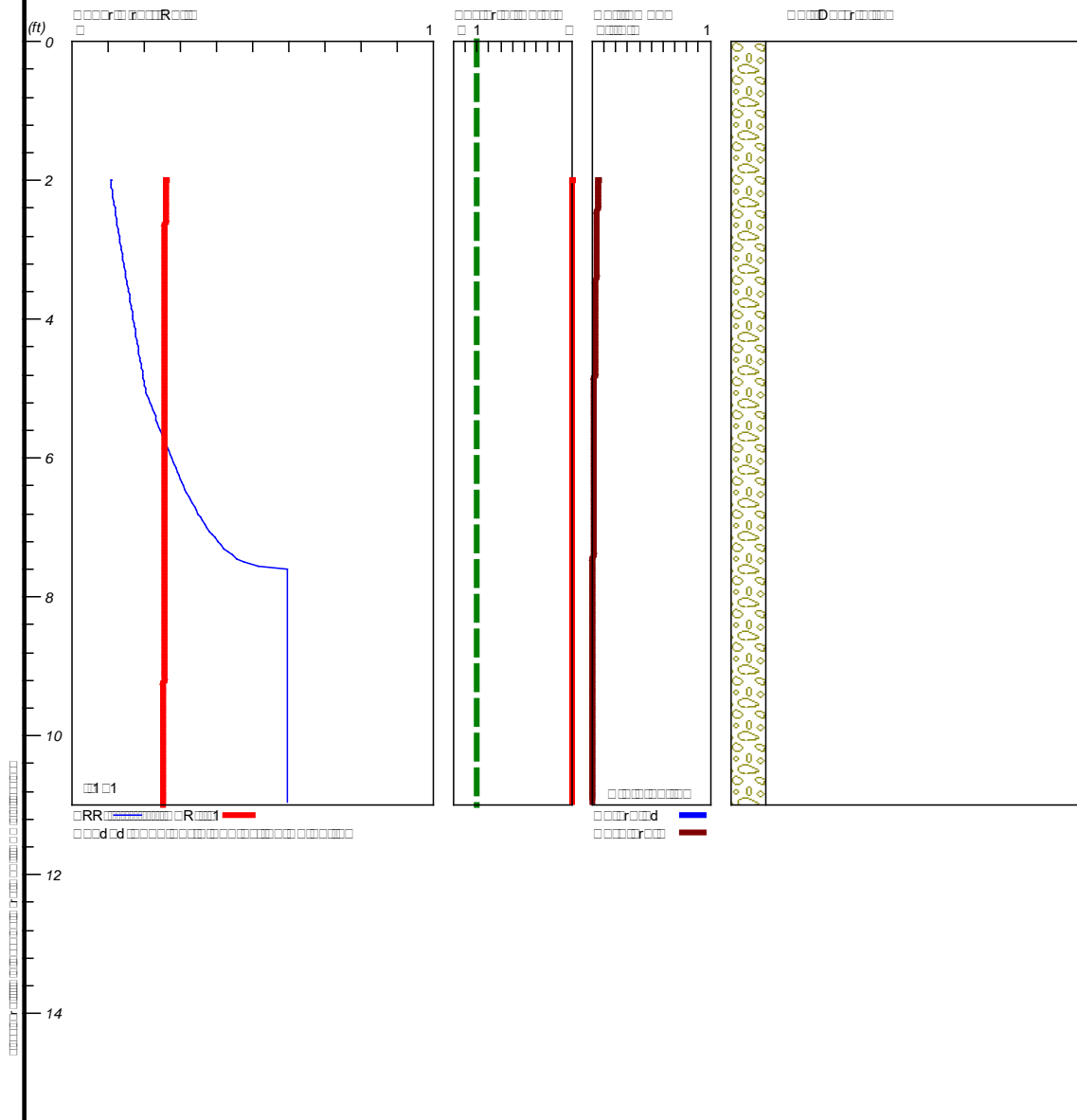


# LIQUEFACTION ANALYSIS

501 NW 21st Avenue

Hole No.=1 Water Depth=20 ft

Magnitude=7  
Acceleration=0.40g



CivilTech Corporation

Plate A-1



# BDS – Conference Facilitator Summary Memo

## Pre-Application Conference

**Date:** October 28, 2020  
**To:** Jack Lyon, Investment Builders, LLC, JACK@INVESTMENTBUILDERS.NET  
**From:** Jean Hester, Conference Facilitator  
Jean.Hester@portlandoregon.gov, 503-823-7783  
**Case File:** EA 20-188301  
**Location:** 501 NW 21ST AVE  
**Property ID:** R198582  
**Proposal:** A Pre-Application Conference to discuss a two story addition above an existing restaurant. Eight units are proposed.

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This conference summary report identifies the participants at the conference, provides an initial response to the issues and requirements for the proposed project with separate response from key bureau representatives. This memo identifies current land use review fee information and provides related information that may be helpful as the project moves from concept to completion.

Pre-Application Conferences are required for all major (Type III and IV procedure) land use reviews. The purpose of the conference is to inform the applicant of the substantive and procedural requirements of the Land Use Review, to identify the submittal requirements and documents this information for the applicant and all interested persons.

The information provided at the conference and included in this summary is based on the information that was submitted prior to and at the meeting and reflects regulations in effect at the time of the conference. The meeting is intended to convey information. It is not a public hearing and no land use decision is rendered at the conference. Interested persons may attend the conference and obtain copies of all the written information that is submitted and prepared for it.

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**You must submit your Land Use Review application within one-year of the Conference.**

**Conference date:** October 8, 2020  
**Expiration of Conference:** October 8, 2022

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**A. Comments from Bureau Representatives:** The chart below identifies the staff who participated in the conference and/or who submitted written comments:

Response attached	Bureau	Responsibilities	Contact
Yes	BDS Land Use Services	Review of land use review	Grace Jeffreys 503-865-6521
Yes	PBOT	Public Streets	Robert Haley 503-823-5171
Yes	BES	Public sewer and stormwater connections to the public right-of-way	Abigail Cermak 503-823-7577
Yes	BDS Site Development	On-site stormwater disposal, septic systems, private rights-of-way, geotechnical requirements, erosion control	Kevin Wells 503-823-5618
Yes	Water Bureau	Connections to public water	Benjamin Kersens 503-865-6370
Yes	Fire Bureau	Access grades, fire hydrants, turnarounds	Paul Jennings 503-823-3820
Yes	Urban Forestry	Street trees	Casey Clapp 503-823-4467
No	devTeam Portland, BDS	Further information on devTeam Portland can be accessed at: <a href="https://www.portlandoregon.gov/bds/49859">https://www.portlandoregon.gov/bds/49859</a>	Alice Nielsen 503-823-3448

Please refer to the memo *from Grace Jeffreys, Land Use Services*, for the list of application submittal requirements for the required land use review(s). Also, the attached responses from the City bureaus identify additional requirements that are pertinent to the land use review or a later Building Permit submittal.

If you have questions about comments included in this Pre-Application Summary Report, please contact the representative identified in the respective memo. Please note that staff comments are based on the information submitted at the time of application. If you have questions regarding the proposal beyond those covered in this summary report, or if your proposal changes in scope or configuration, a new Pre-Application Conference may be required or an additional Early Assistance application may be needed to provide responses to your follow-up questions.

**B. Fees**

Below is an estimate of land use fees that may apply to your proposal. Fees charged will be those in effect when the Land Use Review application is submitted. When more than one Land Use Review is requested, full fees are charged for each additional review.. You may view the current [Land Use Review fees](http://www.portlandonline.com/shared/cfm/image.cfm?id=67127) at the following link: <http://www.portlandonline.com/shared/cfm/image.cfm?id=67127>. You may view the current [Unincorporated Multnomah County Land Use Review Fees](#) at this link:



<http://www.portlandonline.com/shared/cfm/image.cfm?id=67129>.

Land Use Review Type	Estimated Fee
Type II Historic Resource Review	.032 of project valuation (min. fee \$5,250 /max fee \$27,000) +\$ 7,630 (combined service bureau fee) +\$ 1,550 (for each Design Modification) + \$3,832 (for each Adjustment Review)

During the building permit process, Permit Fees will be charged for review of your permits and Systems Development Charges (SDCs) may be assessed for new development. An online fee estimator is available on the BDS website at the following link:

<https://www.portlandoregon.gov/bds/59194>.

### C. Other Information

1. Preliminary Life Safety Plan Review Consultation: For Building Code/Life Safety information, you may sign up for a Preliminary Life Safety meeting. Information can be found at the following link: <http://www.portlandoregon.gov/bds/article/94545>.
2. Electric Service Requirements. Information on electric service requirements for properties served by PGE can be found at the following link: <https://www.portlandgeneral.com/construction/electric-service-requirements>; and information on electric service requirements for properties served by Pacific Power can be found at the following links: [https://www.pacificpower.net/content/dam/pacific\\_power/doc/Contractors\\_Suppliers/PP\\_Developer\\_and\\_New\\_Service\\_Checklist.pdf](https://www.pacificpower.net/content/dam/pacific_power/doc/Contractors_Suppliers/PP_Developer_and_New_Service_Checklist.pdf); and <http://www.pacificpower.net/con/esr.html>.  
  
Please note that the service requirements included in these links may not cover all requirements associated with your project. Applicants should contact the PGE Service Coordinator at 503-736-5450 or the Pacific Power Business Center at 888-221-7070 to identify issues that are specific to your project and to coordinate electric service requirements.
3. PGE requires minimum clearances from electric wires, conductors and cables. Before building, please be aware of these clearances by calling PGE at 503-736-5450. For more information on the [PGE Minimum Clearance Requirements](#) use the following link: <https://www.portlandoregon.gov/bds/article/321539>.
4. Portland Housing Bureau. The Housing Bureau provides financial assistance for various development phases to both nonprofit and for-profit affordable housing developers (typically multi-dwelling rental housing). For more information, go to the following link: <http://www.portlandoregon.gov/bds/article/558746>
5. Bureau of Planning and Sustainability. The Bureau of Planning and Sustainability delivers policy and programs related to green buildings, energy efficiency, renewable resources, waste reduction, and recycling. For more information on [Sustainability Programs and Services](#) in the Bureau of Planning and Sustainability go to the following link: <https://www.portlandoregon.gov/bps/67121>.
6. Energy Trust of Oregon. The [Energy Trust of Oregon](#) provides technical assistance and cash incentives for energy efficient design. For more information, go to the following link: <https://www.energytrust.org/>
7. Oregon Department of Energy. The [Oregon Department of Energy](#) Conservation Division provides information on a variety of programs to encourage energy conservation, including tax

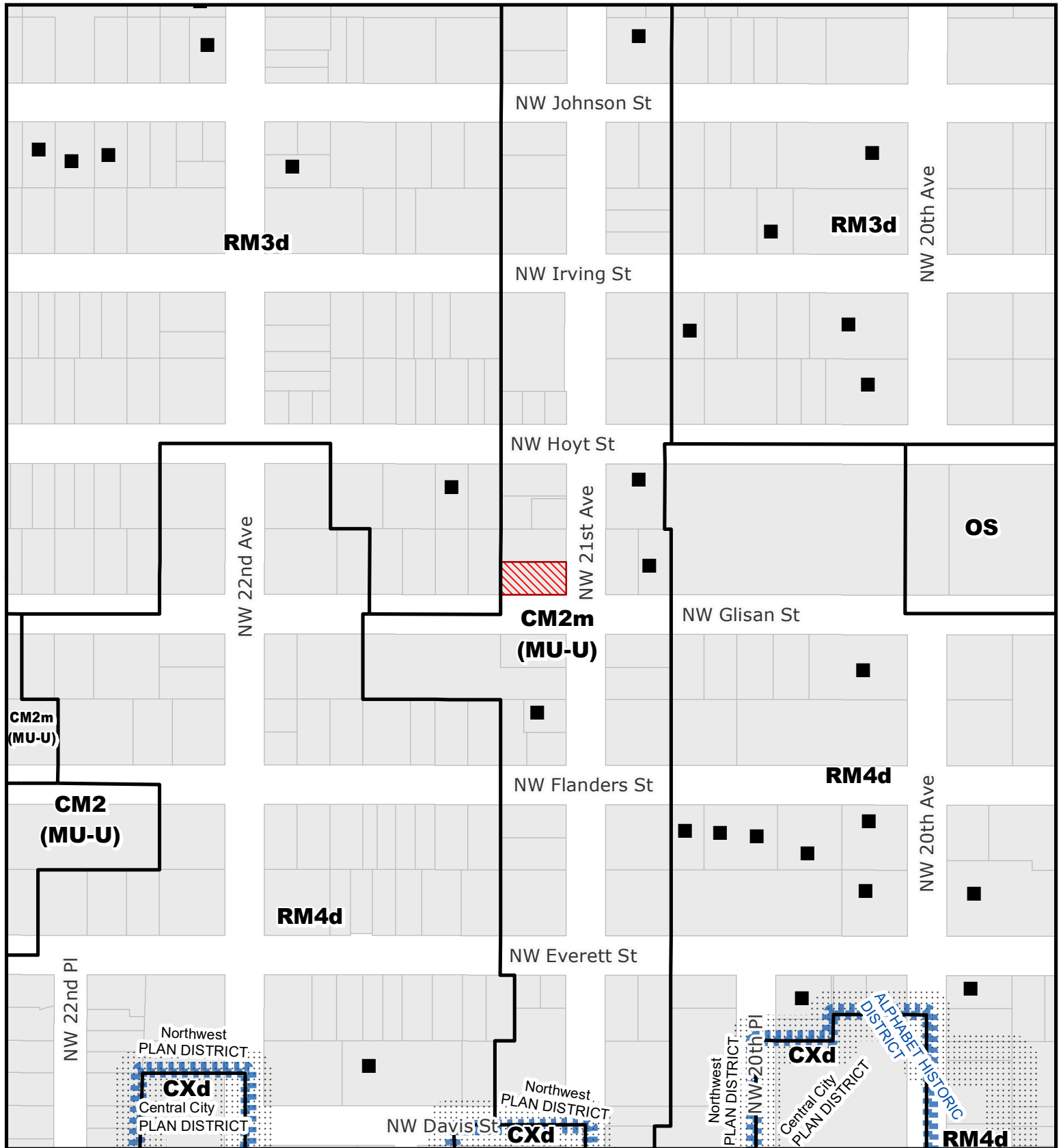


rebates and low-interest energy loans. For more information, go to the following link:  
<http://www.oregon.gov/energy/Pages/index.aspx>



**Attachments:**

Zoning Map  
Site Plan  
BDS Land Use Services Response  
PBOT Response  
BES Response  
BDS Site Development Response  
Water Bureau Response  
Fire Bureau Response  
Urban Forestry Response  
Sign-in Sheet



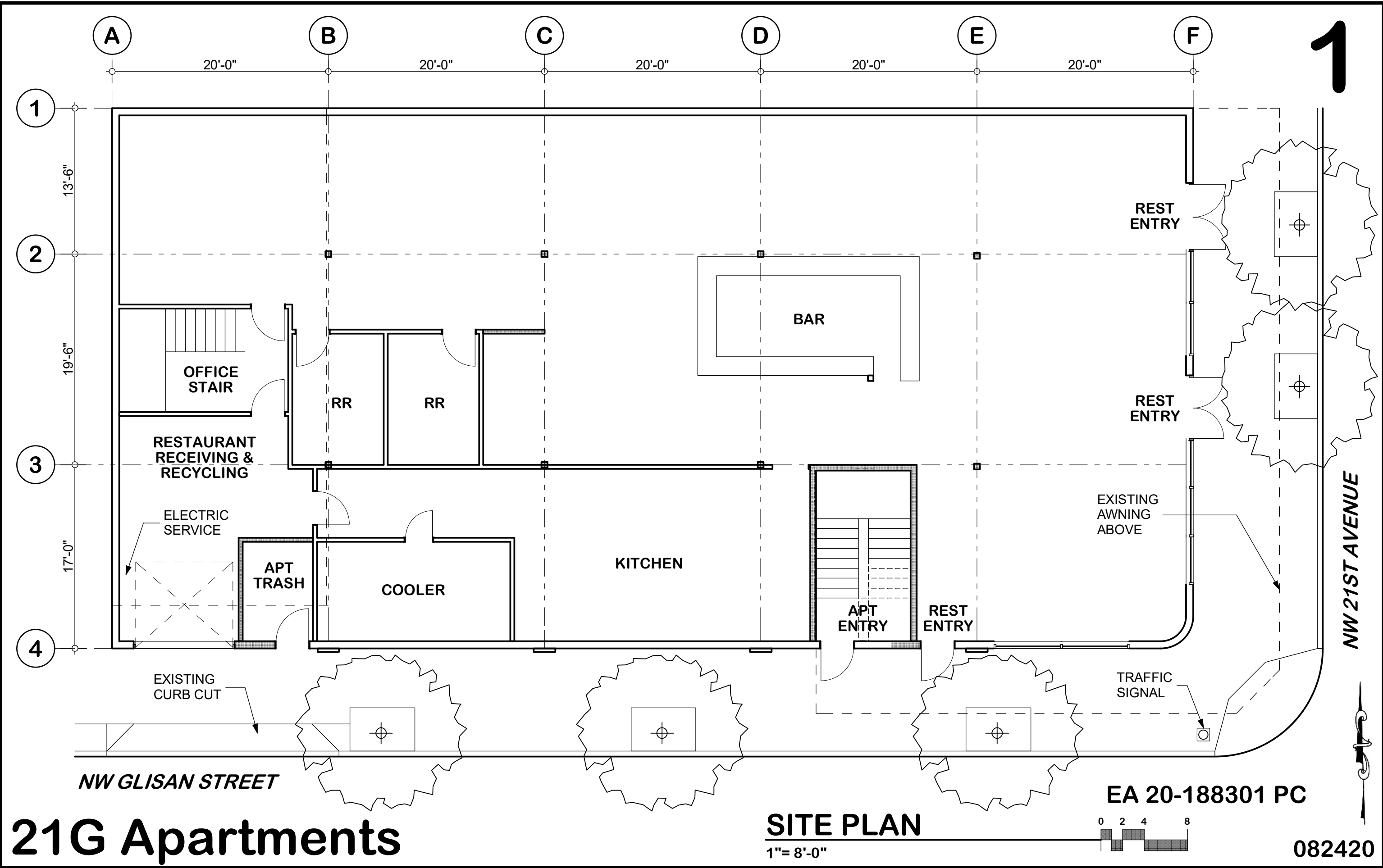


**ZONING**   
 NORTH  
 NORTHWEST PLAN DISTRICT  
 ALPHABET HISTORIC DISTRICT

 Site  
 Historic Landmark

File No. EA 20 - 188301 PC  
 1/4 Section 3027  
 Scale 1 inch = 200 feet  
 State ID 1N1E33CA 400  
 Exhibit B Sep 16, 2020  
 LU 21-076261 HR, Exhibit A7







## BDS – Land Use Planner Response

### Pre-Application Conference

**Date:** October 20, 2020

**To:** Jean Hester, Conference Facilitator  
503-8263-7783, Jean.Hester@portlandoregon.gov

**From:** Grace Jeffreys  
503-865-6521, Grace.Jeffreys@portlandoregon.gov

**File No.:** 20-188301

**Location:** 501 NW 21ST AVE

**Tax Account:** R198582

**State ID Number:** 1N1E33CA 00400

**Proposal:** Two story addition above existing restaurant (8 new apartments). No new impervious area and the roof currently drains to City system. This is a non-contributing resource.

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The information provided at the conference and included in this response is based on the information you provided prior to and at the conference and reflects regulations in effect at the time of the conference. This response provides information and guidance only. It is preliminary in nature and based on the information the applicant provided to BDS staff. It is neither a land use review nor a final decision regarding this project. References are to the Portland Zoning Code available online at [www.portlandonline.com/zoningcode](http://www.portlandonline.com/zoningcode).

#### **Zoning:** CM2, m (MU-U)

- **Base:** CM2, Central Commercial 2
- **Overlays:** “m” Centers Main Street Overlay Zone, Historic Resource Protection (site lies within the Alphabet Historic District)
- **Plan District:** Northwest Plan District
- **Pattern Area:** Inner
- **Pedestrian District:** Northwest Pedestrian District
- **Streets:** Adjacent streets are classified as follows:
  - NW 21st Avenue (Neighborhood Main Street Design): Transit Access, Neighborhood Collector Traffic, Major City Walkway, Local Service Bikeway
  - NW Glisan Street (Local Service Design): Transit Access, City Bikeway, City Walkway, Local Service Traffic
- **Transit:** Considered “close to transit”.



## A. KEY ISSUES AND REQUIREMENTS

The following issues and requirements have been summarized for the applicant to pay special attention to as they may impact the proposed project.

### 1. Historic Resource Review Process

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- a. **Procedure Type.** The project will be subject to a Type III Historic Resource Review based on the thresholds per table 846-3 of Section 33.846.060. Submittal requirements can be found in Section D below.
- b. **Approval Criteria.** The applicable approval criteria are the *Community Design Guidelines* and the *Historic Alphabet District Community Design Guidelines Addendum* and can be found at [portlandoregon.gov/designguidelines](http://portlandoregon.gov/designguidelines). Other approval criteria may apply if *Modifications* (Section [33.825.040](#)) or *Adjustments* (Section [33.805.040](#)) to development standards are requested, see c below.
- c. **Additional Reviews.** *Modification* review may be requested as part of land use review for site-related standards (such as setbacks, size of loading spaces) that are not met. *Adjustment* review may be requested as part of the Historic Resource Review for use-related development standards (such as floor area ratios, number of loading spaces, number of parking spaces) that are not met.  
  
The standards are expected to be met; however, if a development standard cannot be met, a *Modification* or *Adjustment* request is required, along with the respective fees and a response to the additional approval criteria listed in Portland Zoning Code.
- d. **Neighborhood Contact Requirement.** Neighborhood Contact requirements apply to proposals that add at least 10,000 square feet of net building area to a site and that are outside of the Design Overlay zones. Refer to the base zone (33.130.050) for Neighborhood Contact requirements.
- e. **Fees.** Land Use Review Fee Schedule for the required reviews can be found at <https://www.portlandoregon.gov/bds/article/727186>
- f. **Design Advice Request Recommended.** A Design Advice Request (DAR) is strongly encouraged with the Historic Landmarks Commission. The items noted in Section 2 below would be potential topics of discussion at the DAR meeting. Please refer to the *DAR Information Sheet* for process details and submittal requirements at <https://www.portlandoregon.gov/bds/article/705900>.
- g. **Guide to Historic Resource Review.** You are encouraged to review the Guide to the Historic Resource Review Process prepared by the Historic Landmarks Commission, which provides guidance and expectations of the Historic Resource Review process. The guide can be found at the BDS website at <https://www.portlandoregon.gov/bds/index.cfm?&a=620027>.
- h. **Certificate of Compliance.** Approval of a Historic Resource Review allows for the proposed work to be built. The expectation is that the building permit will reflect the project (including the details) that was approved. To ensure this, a Certificate of Compliance will be required at the time of building permit as indicated in a condition of approval. The Certificate of Compliance form can be found at <https://www.portlandoregon.gov/bds/article/623658>.



## 2. Specific Historic Resource Review Issues

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This preliminary feedback is based on the information in the Pre-Application Conference Assistance submittal. Also refer to the “General Design Items to Note” below for guidance for general design issues.

The applicable approval criteria are the *Community Design Guidelines (CDG)*, and, because the site is located in the Alphabet Historic District, *CDG Appendix I. Guidelines 1, 2 & 3* must also be addressed. Also note, because the site is located in the Northwest Plan District, *CDG Appendix J.* provides further contextual detail.

The site is an existing one-story non-contributing commercial development on a fairly busy corner within the boundary of the Alphabet Historic District. It was constructed in 1940, during the period of significance, but has subsequently been altered out of original character by the addition of a shingled “mansard” element overhanging the sidewalk at the front. The building’s massing and storefront fenestration, however, remain generally compatible with the character of the historic district. This proposal is to add two floors of residential use above.

**a. MACRO** (*CGD Appendix I Guideline 3, and CDG Guidelines P1, P2, P3, E4, D1, D6 and D7*).

For a historic resource review, it will be important to provide analysis of the existing historic context, especially of window proportions and treatments, cladding materials and details.

- The site is located on NW 21<sup>st</sup>, which is considered a “*Streetcar Main Street*” Urban Character area in the *Adopted Northwest District Plan*, per *CDG Appendix J*. Development is encouraged to incorporate architectural features that characterize the district’s main streets, such as large ground level storefront windows and awnings, with upper story residences.
- The site is zoned CM2. ***Characteristics of the Commercial/Mixed Use 2 zone (PZC 33.130.030.C.).*** *The Commercial/Mixed Use 2 (CM2) zone is a medium scale zone intended for sites in a variety of centers, along corridors, and in other mixed-use areas that have frequent transit service. The zone allows a wide range and mix of commercial and residential uses, as well as employment uses that have limited off-site impacts. Buildings in this zone will generally be up to four stories tall unless height and floor area bonuses are used, or plan district provisions specify other height limits. Development is intended to be pedestrian-oriented, provide a strong relationship between buildings and sidewalks, and complement the scale of surrounding residentially zoned areas.*

**Moves that respond well to this context:**

- Adding residential above an active ground level use.
- Removal of applied brick, taking back to stucco/concrete at base.

**Additional moves needed to better respond to the context:**

- Maintain all the piers at base, including those on NW 21st if they are original/structural. If they aren’t, the expression of a coherent structural system at the ground floor is still useful organizing element for the upper floors to respond to.
- Retain existing amount of glazing and add more at the ground floor.



- The existing mansard canopy inhibits activation of the second floor on NW 21<sup>st</sup> and corner of Glisan. Replace with metal canopies or fabric awnings that provide similar coverage to what exists at this very well used corner.
  - Use of stucco or brick cladding on the upper floors would better unify the building design and be more compatible cladding material for a commercial building in this neighborhood.
  - Use the implied structural grid at ground level to better inform the pattern of window and door openings above.
  - Look to other upper floor residential units in the area to inform the size, layout, proportion and types of windows, doors and balconies.
  - Look to other apartment entries in the district to inform how to treat the new residential entry.
- b. **MID** (*CGD Appendix I Guidelines 1 & 2, and Guidelines E1, E2, E3, D2, D4, D5 and D8*).
- Activate ground floors. To better fit into the neighborhood, add more and larger ground level storefront glazing and replace the heavy mansard canopy roof with lighter weight steel canopies or fabric awnings which are more in keeping with the district.
- c. **MICRO** (*CGD Guidelines E5 and D3*).
- Treatment of 2 additional floors. To be more in keeping with the existing building as well as the architecture in the district, masonry cladding is a more suitable cladding material for the upper floors.

A Guideline Checksheet has been included under Section E below for your use in writing your narrative addressing the guidelines for Design Advice Request or Historic Resource Review submittals. You are encouraged to use a bulleted list format for this narrative.

### 3. **Applicable Development Standards**

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Development standards that will apply to the project include, but are not necessarily limited to, those from the following chapters in the Zoning Code (Title 33) and other City codes. These are available online at <https://www.portlandoregon.gov/bds/36809>.

- 33.846 Historic Resource Review
- 33.562 Northwest Plan District - development standards in the plan district may supersede those in the base zone and chapters below.
- 33.445 Historic Resource Protection Overlay Zone
- 33.415 Centers Main Street Overlay Zone (m)
- 33.266 Parking and Loading
- 33.258.070 Nonconforming Development
- 33.248 Landscaping and Screening
- 33.245 Inclusionary Housing - applies to new development with 20 or more dwelling units.
- 33.130 Commercial/Mixed Use Zones (Commercial/ Mixed Use 2, CM2).
- Title 32 Sign Code – note, signs of any size within the Historic Resource overlay zone require a Historic Resource Review.
- Title 11 Tree Code - Tree preservation requirements will apply.



#### 4. Specific Development Standards to Note

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The information below is to highlight notable standards; however, this is not intended to be a comprehensive list of the development standards that would apply to your project.

##### Nonconforming Situations (33.258)

- Nonconforming Development, Changes (33.258.070.C).
  - Changes may be made to the site that are in conformance with the development standards of the base zone, overlay zone, plan district or other development standards that apply to the site.
  - Changes that bring the site closer to conformance are allowed.
  - Proposed changes that are not in conformance or do not move closer to conformance, are subject to the adjustment process unless prohibited. ***The project cannot go further out of conformance with the zoning code requirements without a modification/ adjustment request.***
  - This review would also be a good time to legalize any existing development not built to applicable standards.

##### Northwest Plan District (33.562)

- Standards on Main Streets and the Streetcar Alignment (33.562.240). Map 562-7 notes NW 21st is considered a “Main Street”. At least 50 percent of the ground floor of walls that front onto a main street or streetcar alignment must meet the minimum ground floor active use requirements of 12 feet height, 25 feet depth and 25 percent glazing. ***The project cannot go further out of conformance with these requirements.***

##### Centers Main Street Overlay Zone “m” (33.415)

- Windows - ground floor windows (33.415.340). The ground floor windows facing NW 21<sup>st</sup> must cover at least 60 percent of the ground floor wall area of street-facing facades. ***The project cannot go further out of conformance with these requirements.***

##### Commercial/Mixed Use Zones CM2 (33.130)

- Floor Area Ratio (33.130.205, 33.130.212, Tables 130-2, 130-3). The maximum base FAR for this site is 2.5:1. The maximum FAR with bonus is 4:1.
- Height (33.130.210, 33.130.212, Tables 130-2, 130-3). The maximum base height for this site is 45'. The maximum height with bonus is 55'.
  - No step down is required next to the RM3 zone to the west of the site.
  - Note, there is a height exception for “high ceilings” which allows an increase of 5 feet when at least 75 percent of the ground floor has at least 15 feet between the floor and the bottom of the structure above.
  - Parapets and rooftop railings may extend 4 feet above the height limits
- Setbacks (33.130.215). There is minimum setback from the RM3 zone to the west of 10', with a landscape buffer of 10' of L3. ***Land use history includes the approval of an addition to the second floor of up to 20 feet, 6 inches in height to the top of the parapet (LU 11-179646 HDZ) within this 10 foot setback. Additional height in the 10 foot setback will require an approved modification to this standard.***
- Building Coverage (33.130.220). The maximum building coverage for this site is 100%.



- Landscaped Area (33.130.225). The minimum landscaped area for this site is 15% of L1 standard. For the In the CM2 and CM3 zones in the Inner pattern area there are Urban green alternative landscape options including Ecoroofs. ***Since the building covers 100 percent of the site, and no landscaping was required at the time it was built, this standard will not apply.***
- Required Outdoor Area (33.130.228). Because this site is less than 20,000 square feet in total area, at least 36 square feet of outdoor area is required for each dwelling unit on the site. ***Provide calculations and dimensioned plans showing compliance at time of design review.***
- Windows - street-facing facades (33.130.230.A). Windows in street-facing facades. At least 15 percent of the area of each facade that faces a street lot line must be windows or main entrance doors. ***Provide calculations and dimensioned elevations showing compliance at time of design review.***
- Windows - ground floor windows (33.130.230.B). Ground floor windows facing NW Glisan must cover at least 25 percent of the ground floor wall area of street-facing facades. ***See 33.415.340, which has higher requirements.***
- Screening (33.130.235). Rooftop mechanical equipment that is within 50 feet of an R zone must be screened per the standards of this section. ***Note, screening will be required because the site directly to the west is zoned RM3.***
- Transit Street Main Entrance (33.130.242). At least one main entrance for each nonresidential tenant space on the ground floor, and one main entrance to a multi-dwelling structure must face a transit street and meet the standards of this section. ***In this case, both streets are considered transit streets, so either frontage is acceptable to locate a new residential lobby entrance.***

**Parking, Loading, And Transportation (33.266)** The proposal must comply with Parking and Loading requirements. As part of your design review application, provide dimensioned drawings indicating compliance with these standards.

- Parking (33.266.110.D). Site is considered “close to transit” and there is no minimum parking requirement here for a Household Living use with up to 30 dwelling units on site.
- Required Bicycle Parking (33.266.210). The minimum number of required short- and long-term bicycle parking spaces on a site are determined by net building area and use. Site is located in the Standard A area for calculation purposes. ***Provide calculations and enlarged and dimensioned plans showing compliance at time of design review.***
- Number of Loading Spaces (33.266.3100). No on-site loading space is required for buildings with under 40 units and in Household Living use.

**Tree Code (Title 11)** Tree preservation requirements will apply. *Please note that City Council is currently reviewing changes to the Tree Code, that may go into effect in early December of this year, that will reduce the size of the trees subject to the per inch mitigation fee from 36 inches to 20 inches or greater.*



## 5. General Design Items to Note

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- a. **Building materials.** High quality, durable building materials (building skin, storefronts, windows, doors, canopies, signs, etc.), that respond to the context of the surrounding area or district, are expected (*Guidelines P1: Enhance sense of place & identity by incorporating features that respond to area's desired characteristics and traditions, D6: Respect building character when making exterior modifications, and D8: All parts of a building should be interesting and long lasting, forming a cohesive composition*).
- b. **Ground level materials.** Materials at the ground floor should be durable enough for use adjacent to public sidewalks, such as brick and masonry (*Guidelines P1, D6 and D8, as above*).
- c. **Ground level weather protection.** Pedestrian weather protection should be provided. This can be achieved with generous canopies that project out over the sidewalk or ground level setbacks (*Guidelines E3: Create a sense of enclosure through design features, gathering places and differentiated facades, and E5: Design to protect pedestrians from sun, shadow, glare, reflection, wind and rain*).
- d. **Windows.** Windows in Historic Districts are expected to be of high quality.
- e. **Loading and parking door materials.** If parking is added, integrate the doors with the architecture and make them solid to stop views into the vehicle area (*Guidelines D4 – Integrate parking to minimize negative impacts for pedestrians*).
- f. **Vents/Louvers & Mechanical.** Vents through the roof are preferable. If wall mounted on the facade, vents/louvers should be integrated into the windows openings. Associated mechanical units should be organized and screened (*Guidelines E1: Create a safe and connected sidewalk network for pedestrians, D7: Incorporate elements of nearby quality buildings such as building details, and D8: All parts of a building should be interesting and long lasting, forming a cohesive composition*).
- g. **Gas & Electric Meters.** Locate gas and electric meters inside the building to minimize their impact. Gas regulators may be placed on the building's exterior and should be well integrated and, ideally, screened within the façade (*Guidelines E1, D7 and D8, as above*).
- h. **Exterior Lighting.** Exterior lighting should be integrated into the building's overall concept and ensure a safe pedestrian condition along the adjacent sidewalk and within open spaces on the site. Exterior lighting can be used to highlight the building's architecture, however, should not impact the skyline at night since this is a Historic District with little to no skyline lighting (*Guidelines P1: Enhance sense of place & identity by incorporating features that respond to area's desired characteristics and traditions, E1: Create a safe and connected sidewalk network for pedestrians, E5: Design to protect pedestrians from sun, shadow, glare, reflection, wind and rain, D5: Reduce crime through placement of windows and active ground level use, and D8: All parts of a building should be interesting and long lasting, forming a cohesive composition*).
- i. **Signs.** Signs should be sized appropriately for the building, the district and the pedestrian realm and should incorporate district-appropriate materials (*Guidelines P1: Enhance sense of place & identity by incorporating features that respond to area's desired characteristics and traditions, and P2: Enhance identity of historic and conservation districts, using features that reinforce area's significance*).



## j. Coordination with Other Agencies

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### a. Transportation (PBOT)

- Utility Transformers. Locate utility transformers underground. They should be within the adjacent right-of-way if no opportunities exist on-site outside of the building. Consult with the utility providing electrical service. Also consult with Portland Bureau of Transportation (PBOT) if within the right-of-way. Please note, PBOT has a new review process for locating private use utility vaults in the public right-of-way, known as Utility Vault Exclusive Use for Development (UVE). Information can be found at the PBOT website at <https://www.portlandoregon.gov/citycode/article/622900>.
- Garage entrance setback from property line. A "Design Exception" by PBOT will be required for garage entry doors to be located less than 20' from the property line. The Historic Resource Review process supports garage doors to be located a no more than 5' from the building façade. A Design Exception application should be submitted to PBOT at the same time as the Land Use Review submittal, linked here: <https://www.portlandoregon.gov/transportation/article/207301>
- Oriel Windows. Projecting bays (aka oriel windows) are subject to the Window Projections into Public ROW standards. Note standards A through D must be met. However, exceptions to standards E through G can be requested through the Historic Resource Review. The code guide for these standards can be found at <https://www.portlandoregon.gov/bds/article/68600>. A Modification fee is required for Staff to consider these exceptions.

### b. Environmental Services (BES)

- Stormwater Management. Stormwater management information, including infiltration tests, utility plans, stormwater facility designs, and site landscaping, must be submitted with the Historic Resource Review application. BES needs to review these elements early to ensure there are no issues that could affect the building size, location or site design.

### c. Fire / Life Safety

- Preliminary Life Safety Meeting. A separate, preliminary life safety meeting is beneficial to identify critical life safety and building code related issues early in the process so the Historic Resource Review proposal can incorporate those critical issues. This meeting is encouraged before the Historic Resource Review approval. More information and the application can be found at <https://www.portlandoregon.gov/bds/article/94545>
- Glazing and Energy Calculations. If large amounts of glazing are proposed, it is highly encouraged that energy calculations are done prior to submitting the proposal for your Historic Resource Review, in case the design is affected by energy code requirements.

### d. Housing Bureau (PHB)

- Inclusionary Housing. This proposal does not trigger the affordable housing requirements of Chapter 33.245, which apply to new buildings with 20 or more dwelling units or alterations to existing buildings that add 20 or more dwelling units. However, you may choose to voluntarily comply with these requirements in order to



obtain bonus FAR or density for your project and, in some cases, reduce parking requirements.

The Inclusionary Housing chapter of Title 33 allows applicants to provide affordable housing units on or off-site, or to make a payment into the Affordable Housing Fund, in order to gain bonus density or FAR. In order to reduce parking requirements, affordable units must be provided on or off-site. Parking requirements cannot be reduced through a fee-in-lieu payment to the Affordable Housing Fund.

In order to opt in to these code provisions, you must provide a letter from the Portland Housing Bureau certifying that the development meets the standards stated in 33.245 and any administrative requirements. This letter must be provided prior to permit approval. If affordable dwelling units will be provided, the property owner must execute a covenant with the City that complies with the requirements of 33.700.060. The covenant must ensure that the affordable dwelling units will remain affordable to households meeting the income restriction and meet the administrative requirements of the Portland Housing Bureau. The covenant must be completed and recorded prior to approval of your building permit.

For more information about income restrictions, unit comparability requirements, calculation of the applicable fee-in-lieu, or the administrative requirements of the Portland Housing Bureau, contact the Portland Housing Bureau at 503-823-9042 or [inclusionary-housing@portlandoregon.gov](mailto:inclusionary-housing@portlandoregon.gov). Additional information regarding the City's Inclusionary Housing program is available online at the following link: <https://www.portlandoregon.gov/phb/72291>.

## **B. PREVIOUS LAND USE REVIEWS**

Relevant prior land use reviews for the project site include:

- LU 09-136346 HDZ, Approval of a new wooden, paneled roll-up garage door on Glisan replacing 2 person doors.
- LU 11-179646 HDZ, Approval of a roof extension at the rear of the building, set back from the side frontage by 6 feet and 20'-6" to the top of the parapet.

## **C. SUBMITTAL REQUIREMENTS FOR LAND USE REVIEWS**

This list identifies the materials you must submit for your application to be considered complete. For additional details, see Zoning Code Section [33.730.060](#).

***Submittals to all be digital.***

### **PROJECT INFORMATION & NARRATIVE**

#### **8.5" x 11" FORMAT:**

- Land Use Review application form
- Project team and Project cost
- Project narrative
- Zoning summary
- Response to Historic Resource Review Guidelines
- Modifications and Adjustments requests & approval criteria responses
- Response to DAR (narrative)
- Technical Reports – Stormwater Loading Analysis, Queuing Study, etc.
- Sustainable features/green technology / LEED goals, etc.



## DRAWINGS

### 11" x 17" FORMAT

"C" Exhibits should represent proposed development/alterations, drawings at architectural or engineering scale, numbered consecutively (C.1, C.2, C.3, etc.) and generally be in the following order:

- Title Page
- Table of Contents
- Site Plan
- Floor and Roof Plans - roof plan should show all rooftop elements, including mechanical
- Elevations - B/W and color, and without shade or shadows, if project is close to or touching its neighbors, include street-facing elevations in their immediate context, including adjacent buildings
- Building Sections - Include some depicting relationships to adjacent buildings
- Building Details – windows/doors, storefronts, canopies, balconies, signage and their attachments, etc., control joints, seismic joints, and other visible construction details
- Materials / Colors - clearly identify each building material by name
- Landscape Plans
- Lighting Plans
- Civil Plans
- Cut Sheets - only pertinent product info like type, finish, color, dimensions

## SUPPORTING INFORMATION

### 11" x 17" FORMAT:

Appendix should include information that supports the drawings, numbered consecutively (APP.1, APP.2, APP.3, etc.):

- Renderings - day and night in context, must be simple and not enhanced marketing-type images, avoid dramatic lighting effects
- Context – plan area, urban (3-block radius), site
- Sightlines - sightline drawings from relevant vantage points
- Material Photos & Examples
- Massing & Design Concept
- Miscellaneous Diagrams - FAR, ground floor windows, clear vs. spandrel panels, height, Modifications, Adjustments, etc.

## GENERAL FORMATTING

- Label all sheets at lower right corner: **Land Use Review # (LU 19-\_\_\_\_ DZ, M, AD)**
- **Exhibit C.xx**
- When returning for a 2nd hearing, revisions to the prior submittals should be illustrated and clearly marked in a side by side comparison.
- Conduct a thorough review before submitting your drawing packet.

## REQUIREMENTS FOR HEARINGS

20 days before the hearing date submit:

- Final Drawings ("C" Exhibits)
- Supporting Information ("APP" Exhibits)



## D. NEIGHBORHOOD NOTIFICATION

When you apply for a Type III Land Use Review, all property owners within 400 feet, and all neighborhood associations and recognized organizations within 1,000 feet of your site will receive notification of your proposal.

- The site is located within the neighborhood association of Northwest District, contact Greg Theisen at 503-227-5430.
- The site is located within 400/1,000 feet of None/None neighborhood association.
- The site is located within the district neighborhood coalition of Neighbors West/Northwest, contact Mark Sieber at 503-823-4212.
- The site is located within the business association of Nob Hill, contact Nob Hill at nobhillportland@gmail.com.
- Contact information for neighborhood associations, neighborhood district coalitions, and business associations is available at [www.portlandonline.com/oni/search/](http://www.portlandonline.com/oni/search/).

## E. GUIDELINE CHECKLIST

Use this Checksheet for your narrative addressing the guidelines for Design Advice Request or Historic Resource Review submittals. You are encouraged to use a bulleted list format for this narrative.

MACRO		
		Comments
<b>3. Hierarchy of compatibility.</b> Exterior alterations and additions will be designed to be compatible primarily with the original resource, secondarily with adjacent properties, and finally, if located within a historic or conservation district, with the rest of the District. Where practical, compatibility will be pursued on all three levels. New development will seek to incorporate design themes characteristic of similar buildings in the Historic Alphabet District.		
<b>P1: Plan Area Character.</b> Enhance the sense of place and identity by incorporating site and building design features that respond to the area's desired characteristics and traditions.		
<b>P2: Historic and Conservation Districts.</b> Enhance the identity of historic and conservation districts by incorporating site and building design features that reinforce the area's historic significance. Near historic and conservation districts, use such features to reinforce and complement the historic areas.		
<b>P3: Gateways.</b> Develop or strengthen the transitional role of gateways in adopted community and neighborhood plans.		
<b>E4: Corners that Build Active Intersections.</b> Create intersections that are active, unified, and have a clear identity through careful scaling detail and location of		



buildings, outdoor areas and entrances.		
<b>D1: Outdoor Areas.</b> When sites are not fully built on, place buildings to create sizable, usable outdoor areas. Design these areas to be accessible, pleasant, and safe. Connect outdoor areas to the circulation system used by pedestrians;		
<b>D6: Architectural Integrity.</b> Respect the original character of buildings when making modifications that affect the exterior. Make additions compatible in scale, color, details, material proportion, and character with the existing building.		
<b>D7: Blending into the Neighborhood.</b> Reduce the impact of new development on established neighborhoods by incorporating elements of nearby, quality buildings such as building details, massing, proportions, and materials.		
<b>MID</b>		
<b>1. Historic changes.</b> Most properties change over time; those changes that have acquired historic significance will be preserved.		
<b>2. Differentiate new from old.</b> New additions, exterior alterations, or related new construction will retain historic materials that characterize a property to the extent practicable. Replacement materials should be reasonable facsimiles of the historic materials they replace. The design of new construction will be compatible with the historic qualities of the district as identified in the Historic Context Statement.		
<b>E1: The Pedestrian Network.</b> Create an efficient, pleasant, and safe network of sidewalks and paths for pedestrians that links destination points and nearby residential areas while visually and physically buffering pedestrians from vehicle areas.		
<b>E2: Stopping Places.</b> New large-scale projects should provide comfortable places along pedestrian circulation routes where people may stop, visit, meet, and rest.		
<b>E3: The Sidewalk Level of Buildings.</b> Create a sense of enclosure and visual interest to buildings along sidewalks and pedestrian areas by incorporating small scale building features, creating effective gathering places, and differentiating street level facades.		
<b>D2: Main Entrances.</b> Make the main entrances to houses and buildings prominent, interesting, pedestrian accessible, and transit oriented.		



<b>D4: Parking Areas and Garages.</b> Integrate parking in a manner that is attractive and complementary to the site and its surroundings. Locate parking in a manner that minimizes negative impacts on the community and its pedestrians. Design parking garage exteriors to visually respect and integrate with adjacent buildings and environment.		
<b>D5: Crime Prevention.</b> Use site design and building orientation to reduce the likelihood of crime through the design and placement of windows, entries, active ground level uses, and outdoor areas.		
<b>D8: Interest, Quality, and Composition.</b> All parts of a building should be interesting to view, of long-lasting quality, and designed to form a cohesive composition.		
<b>MICRO</b>		
<b>E5: Light, Wind, and Rain.</b> Enhance the comfort of pedestrians by locating and designing buildings and outdoor areas to control the adverse effects of sun, shadow, glare, reflection, wind, and rain.		
<b>D3: Landscape Features.</b> Enhance site and building design through appropriate placement, scale, and variety of landscape features.		



# PBOT – Development Review

## Pre-Application Conference Response

**Date:** September 18, 2020  
**To:** Jean Hester, Conference Facilitator  
503-823-7783, Jean.Hester@portlandoregon.gov]  
**From:** Robert Haley, PBOT Development Review  
503-823-5171, Robert.Haley@portlandoregon.gov  
**Case File:** EA 20-188301  
**Location:** 501 NW 21ST AVE  
**R#:** R198582  
**Proposal:** Two story addition above existing restaurant (8 new apartments). No new impervious area and the roof currently drains to City system. This is a non-contributing resource.

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Portland Bureau of Transportation/Development Review (PBOT) staff has reviewed the pre-application conference materials to identify potential issues and requirements.

### A. KEY ISSUES AND REQUIREMENTS

Following is a brief summary of issues and requirements that may impact your proposed project or are submittal requirements that will require time to prepare prior to submittal of the application.

- The applicant will be required to upgrade the corner ADA ramp to current standards as a condition of building permit approval. In addition, any damaged sidewalk sections must be repaired after construction of the apartment addition.
- Given the narrow area for construction of the additional units, the sidewalks are likely to be damaged. Reconstruction of the frontages shall be a condition of building permit approval.
- Since the existing building is to remain as it is constructed to the street property line, no dedication will be required.
- The existing driveway curb cut on NW Glisan must be removed unless it leads to a legal parking or loading space per Title 33 standards as interpreted by BDS planners. If BDS determined the curb cut leads to a legal parking/loading space that meets all the development standards in Title 33.266, a Driveway Design Exception must be approved prior to land use approval. Applicant forms for the DDE can be found at the following link:  
<https://www.portlandoregon.gov/transportation/77521>.



- A detailed site utility plan must be submitted with the land use approval. Any proposed private utility vaults in the right-of-way (ROW) must be approved prior to land use approval. See below for utility plan requirements.

## Site Utility Plan Requirements

PBOT's current policy on potential transformer vault location within the public right-of-way (r.o.w.) will necessitate that the applicant submits a utility plan for consideration by PBOT and the utility provider. The utility plan must be submitted with the land use application to avoid any conflicts with either process. The applicant should contact the utility provider as early as possible, to identify a feasible location for the necessary transformer/vault. The submittal of the utility plan is required for PBOT to recommend that a land use application be deemed complete.

The submitted plans include the proposed location for the expected utility vaults. The applicant must submit the following information package:

**Utility Site Plan:** A detailed map of the development and the location of all public and private utilities necessary to support the proposed development (with approx dimensions – i.e. power/electricity, natural gas, water, sewer, etc.

**Vault specifics:** The location and size of all existing utility vaults adjacent to the development. In addition, detail (include make/model number) and designate any utility vaults which are to be used for the Exclusive Use (UVE) of the development.

**Utility Contact List:** A list of the names and contact information of all utility representatives consulted to create the plan.

*This information must be packaged and sent to PBOT staff (Bob Haley [Robert.haley@portlandoregon.gov](mailto:Robert.haley@portlandoregon.gov)) for immediate review by PBOT Utility Permit Section. This matter must be resolved (an approved location) prior to the decision on the land use request being made. PBOT will not be able to provide a formal response in support of the overall project without this matter being resolved.*

*The applicant is further advised that a long-term lease will be applied to proposed vaults within the r.o.w. area. Said lease process must be initiated/completed prior to the issuance of the expected Building Permit for the project.*

At the time of submittal of building permit, PBOT will be requiring a lease for private utility vaults in the ROW. If the applicant has any questions about the terms of the lease, they may contact Dave McEldowney, PBOT Right-of-Way Acquisition manager, at 503-823-7166.

## Loading Demand Study Will Be Required if On-Site Loading Does Not Meet Title 33.266 Dimensions

1. Per the requirements of Zoning Code Section 33.266.310 the project is required to provide on-site loading. The concern that PBOT has with these types of adjustments focuses on how the lack of on-site loading may impact operations of the abutting rights-of-way. ***Given the scale and location of the project, PBOT requires the submittal of a loading demand analysis prepared by a professional traffic consultant to provide sufficient evidence in the record that the applicable Adjustment approval criteria can be satisfied.*** The loading demand should be based on all expected users of the building. The analysis will need to include:



- a. A description of the proposed development (retail/office/ residential - total square footage, total number of dwelling units, etc)
- b. A description of any site constraints (size, topography, other buildings on block, etc.)
- c. Loading demand data from three similar sites/uses. Video data must be collected for a 72-hour period during a typical week. Data should include type of loading, size of loading vehicles (length, width, and height), FHWA vehicle classification, loading times, and loading durations.
- d. A prepared map of the site and all existing on-street truck loading zones (TLZs) within a 200ft radius from the proposed service entrance. Map should inventory:
  - i. Existing TLZ curb lengths
  - ii. Posted limits on time of day/day of week and duration
  - iii. Adjacent land uses
  - iv. Metered and unmetered on-street parking
- e. Loading demand data for existing TLZs over a 72-hour period during a typical week. Data should consist of times and durations of use of each TLZ.
- f. Any proposals for self-regulation (self-imposed time restrictions, loading schedule, etc.)
- g. Projected loading demand for the proposed development

**Prior to** submitting the analysis, the applicant shall submit detail on the proposed development site and each of the three study sites for review and approval by PBOT including the following

- Location of the site
- Types and sizes of land uses on the site
- Operational characteristics of the site
- Location and size of any on-site loading spaces and on-street loading zones that serve the site.
- Proposed camera location(s) for each site

Applicants should expect a minimum of 2 weeks for review of the study sites and a minimum of 3 weeks for review of the loading demand study.

*PBOT may modify/expand the scope of the analysis and/or require additional information based upon the specific nature of the request.*

## **B. STREET CLASSIFICATION AND CONFIGURATION**

At this location, NW 21<sup>st</sup> Avenue is classified as a Neighborhood Collector, Transit Access Street, Major City Walkway, Major Emergency Response Street, and a Local Service street for all other transportation modes in the City's Transportation System Plan.

Based on City GIS, the frontage is improved with a 12-ft sidewalk corridor with a 0-12-0 configuration. This sidewalk must be reconstructed with a 4.5-6-1.5 configuration.

NW Glisan St is classified as a Transit Access Street, City Bikeway, City Walkway, Major Emergency Response Street, and a Local Service Street for all other transportation modes in the City's Transportation System Plan.

## **C. APPROVAL CRITERIA**

The applicant shall submit a written narrative adequately addressing the applicable zoning code approval criteria listed below for the required reviews:



Topic	Code and Comments	Code Citation & Link
<b>Adjustments</b>	<p>A. Granting the Adjustment will equally or better meet the purpose of the regulation to be modified.</p> <p>Loading, Driveway locations, Parking Access Restricted Street, Parking Spaces</p>	<a href="#">33.805.040.A</a>
<b>Design Modifications</b>	<p>B. On balance, the proposal will be consistent with the purpose of the standard for which a modification is requested.</p> <p>If modifications to any on-site loading space requirements are requested the applicant will need to demonstrate that the modification approval criteria listed in zoning code Chapter 33.825.040 are met. This includes demonstrating that the purpose of the loading space regulations listed in zoning code Chapter 33.266.310 will be equally or better met by the applicant's proposal. In order for PBOT to review and make a recommendation on any modification requests, a loading management plan will need to be provided. The applicant should provide a narrative describing the expected level of delivery activity, times of day, frequency of deliveries, and size of trucks expected. Turning templates also need to be provided showing how the types of the trucks that will use the loading space will enter and exit the space. The purpose of the loading management plan will be to evaluate the loading demand and the off-site impacts on the street and other properties of the proposed adjustments.</p>	<a href="#">33.825.040.B</a> <a href="#">33.266.310</a>

#### D. TRANSPORTATION CODE REQUIREMENTS

The following information must be addressed by the applicant in order to receive building permit approval from PBOT

Topic	Code and Comments	Code Citation & Link
<b>Oriel Windows</b>	An encroachment review is required for Oriel Windows that exceed the dimensions prescribed in the Structural Specialty Code section 3202.3.2.	



Topic	Code and Comments	Code Citation & Link
<b>Encroachments in the Public Right-of-Way</b>	Any proposed encroachments (balconies, decks and door swings) in the public right-of-way are subject to the requirements of the International Building Code (IBC). Per the IBC, doors may not swing into the public right-of-way. All encroachments will require a permit issued by PBOT at time of building permit. Additional information on the City's Encroachment Permit process can be found at the following link: <a href="http://www.portlandoregon.gov/transportation/59332">www.portlandoregon.gov/transportation/59332</a> . Further, please see the attached document at the end of this response that includes general information on other relevant Encroachment Permit considerations.	

#### E. PERMIT INFORMATION

At the time of permit review (following the land use review) you should be aware of the following:

1. System Development Charges (SDCs) may be assessed for this development. The applicant can receive an estimate of the SDC amount prior to submission of building permits by contacting Rich Eisenhauer at (503) 823-6108.
2. Curb cuts and driveway construction must meet the requirements in Title 17. The Title 17 driveway requirements will be enforced during the review of building permits.
3. The r.o.w. improvements will need to be designed by an Oregon licensed civil engineer and constructed under a Public Works Permit, which is separate from the Building Permit that will be necessary for construction of the proposed attached homes. The applicant is therefore encouraged to contact Public Works at [publicworkspermit@portlandoregon.gov](mailto:publicworkspermit@portlandoregon.gov) or at (503) 823-1987 to familiarize himself with the process and initiate the appropriate meetings/process. Additional information on the City's Public Works Permitting process can be found at the following link: <http://www.portlandonline.com/index.cfm?c=53147>.
4. Plans, fees, a contract (called the application for permit) and a performance guarantee for the estimated value of the improvement must be submitted prior to (Final Plat approval). The performance guarantee may be in the form of a surety bond, irrevocable letter of credit, set-aside account, or cash deposit. Applicant should contact Mark Fischer at (503) 823-7072 for appropriate forms and additional information.
5. The applicant has the opportunity to propose an alternative frontage improvement solution. The applicant may enter into the City's adopted Public Works Alternative Review process. Additional information on this process can be found at the following link: <http://www.portlandoregon.gov/article/481371>.



## **F. SUBMITTAL REQUIREMENTS FOR LAND USE**

This list identifies PBOT submittal requirements. Please see the Conference Summary Memo for all of the materials you must submit for your application to be considered complete.

1. Written narrative adequately addressing all transportation related approval criteria.
2. Preliminary plans showing necessary dedication(s) and right-of-way improvements.
3. Detailed Site Utility Plan

All submittal requirements should be submitted with the application.

**Attachments:** General Information/PBOT Building & Encroachment Permit Considerations

## **GENERAL INFORMATION**

### **PBOT BUILDING and ENCROACHMENT PERMIT CONSIDERATION**

**Encroachments are based on property line locations after any required dedications are completed. If street dedication is required, the proposed development design must incorporate the location of the new property line into the project.**

### **Vaults and Access Lids in Pedestrian Corridor**

Vaults are generally not allowed in the Pedestrian Through Zone. If a vault lid is proposed in the pedestrian through zone, the owner of the vault must submit for review and approval through the PBOT Design Exception process. All vaults located in the public right-of-way (r.o.w.) will require an Encroachment Permit approval as a condition of Building Permit approval. PBOT may approve vaults in the sidewalk area with vault lids to be located in the furnishing zone. This needs to be reviewed through a Design Exception submitted by the owner of the proposed vault. This approval will require going through the Design Exception process to see if there is reason to allow the exception. Conditions may be attached to a Design Exception. Applicants should contact the utility provider as early as possible. From the perspective of managing the r.o.w., PBOT would prefer that these be placed in the street or on private property first and by exception may be located in the sidewalk area. PBOT does not desire to have metal lids in the through pedestrian zones and currently requires lift out lids that match the surrounding sidewalk material. Additionally, if approved, access lids not located in the through pedestrian corridor, shall be constructed with an approved non-slip surface having a static coefficient of friction between 0.60 and 1.00 as determined by ASTM Designation C 1028-89. Access lids on inclines greater than 4% shall have a coefficient of friction between 0.80 and 1.00. Lids with openings greater than 0.5 inches (in the direction of travel) are not



allowed in the pedestrian through zone (as defined in the Portland Pedestrian Design Guide). For vaults within the through pedestrian zone (approved through a Design Exception review), access lids are to be lift out lids that match the surrounding sidewalk material.

### **Excavation and Shoring**

The limits of excavation for the proposed development need to be shown. Because the proposed development and excavation are in close proximity to the r.o.w., excavation limits need to be shown in order to verify that no work is proposed within the r.o.w. which exceeds the limits of the PW Permit (if required). If the excavation layback exceeds the limits of the PW Permit, approval of a mass excavation encroachment permit will be required. Excavation information may be provided on the Grading and Erosion Control Plan sheets, or on a separate sheet. Please provide slope layback information, as well as the limits and cross sections showing the proposed excavation relative to the finished face of curb and property lines. Cross sections are to be worst case locations. Shoring designs are also preferred to be reflected in a detail drawing so that the anticipated wall height and required pile size is absolutely clear to the contractor during construction. Piling, that are located in the r.o.w., will be required to be cut off 5-feet below the curb gutter elevation, tiebacks will be required to be de-tensioned at the end of their required use.

If shoring, and structural walls which support the r.o.w. are proposed (on-site or within the r.o.w.); sufficient information on the location of proposed shoring design, calculations and a geotechnical report will be required for evaluation by the Transportation Bridges and Structures group prior to PBOT Building Permit approval, or issuance of an Encroachment Permit (if applicable). If tieback shoring is proposed, the tiebacks may not extend past the centerline of the impacted r.o.w. without providing written consent from the adjacent property owner (opposite of the proposed shoring). The applicant should be aware that all Transportation Structural reviews and reviews of encroachments into the public r.o.w. extending past the curb line (or less if warranted), will require additional review time by other Bureaus and Transportation staff, which will be necessary for Transportations approval of the Building Permit. It is recommended that the applicant's design team provide the necessary information to PBOT at an early stage of the permit process, in an additional separate design set.

Designs and Calculations are required to be stamped by an Oregon licensed civil engineer. An additional set of shoring designs, calculations and the geo-technological report will be required for PBOT permitting to forward to the Bridges and Structures group for review. Additionally, a digital copy should also be provided.

### **Below Grade Encroachments**

Vaults and other enclosed below-grade spaces may be allowed within the r.o.w. with a (Revocable) Encroachment Permit. The building section within the r.o.w. must be designed to be severable from the main building and the structural support for the building above grade must meet IBC 3202.1.1. No projections are allowed beyond the curb line. **A minimum of 5-ft of clearance is required from the street gutter grade to the top of the building lid. It is the applicant's responsibility to demonstrate that no conflict will exist with street trees,**



**streetlights, signals, ADA ramps or any other item constructed within the r.o.w. permitted through the Public Works Permit. The applicant must also provide confirmation that the local utility providers have verified that there is no conflict with the proposed encroachment and the provider's existing, or future, infrastructure.**

**Footing Encroachments** are not allowed within eight vertical feet below the surface grade (IBC 3202.1) without an approved Revocable Permit (encroachment permit), Footings may extend up to 12-inches into the right-of-way provided that the top of footing is located no less than 8-feet below grade.

**Balcony Encroachments** are allowed by City Code and applicable IBC standards. Balconies may encroach into the public right-of-way 1-inch horizontally for each 1-inch above 96-inches (8-feet) above finished grade. The Maximum encroachment allowed is 48-inches.

**Oriel Window Encroachments** are allowed by City Code and/or applicable IBC standards as adopted by the Bureau of Planning, Bureau of Transportation and the Bureau of Development Services, or the applicant must procure an approved Revocable Permit from the Bureau of Transportation for the proposed encroachment. If the proposed encroachment exceeds the definition of being a "Minor Encroachment," "Major Encroachment" policy approval, through City Council, will be required as a condition of this building permit approval.

**Stair and railing Encroachments** are not allowed outright within the public right-of-way per City Code and applicable IBC standards. If they are proposed in the right-of-way, either the plans and design must be revised to meet the City and associated IBC encroachment standards, or the applicant must procure an approved Revocable Permit from the Bureau of Transportation for the proposed encroachment.

**Door and Gate Encroachments** into the Public Right-of-Way are not allowed without a Revocable Encroachment Permit to allow any such encroachments. Please be advised that it is not typically PBOT Policy to approve door swings into the ROW for new construction.

**Bike Racks** are generally encouraged, there is no encroachment permit fee for approved encroachment applications and permits. The permit is required as a means of tracking encroachment locations and assuring that the rack meets City standards for type and location.

### **Loading Dock Encroachments**

Docks extending from a building face into the right-of-way are private structures which require approval as an allowed encroachment in the public right-of-way. Docks are considered accessory to private buildings and fall under ADA building regulations. Where the dock will provide through pedestrian access in lieu of a public sidewalk, the City Engineer will apply ADA requirements in order to provide a higher level of accommodation. As a condition of this building permit approval, the applicant will be required to obtain an encroachment permit from the Bureau of Transportation.



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## **OTHER CONSIDERATIONS**

**If a Public Works (PW) Permit is required** as a condition of performing right-of-way improvements; stormwater management, bus stop, curb-cuts to City Standard, landscaping, location of signage, Location of utility poles and street lights, as well as other design requirements will be determined as part of the PW design review and permit process.

Designs submitted to Public Works for review must be provided by an Oregon licensed civil engineer. **Performance guarantee, contract and fees must be provided to Public Works satisfaction as a condition of PBOT's building permit approval.**

It will be necessary for the applicant to provide a 30% PW Design to PW in order for PW to;

1) Verify the type of PW Permit that is required, a full "Level II Permit" requiring up through a 90% design review, or a "Limited PW Permit" requiring the 30% for completion of the separate permit, required for PBOT building permit approval.

2) For PW to determine the required performance guarantee (typically a bond) amount.

As stated above, ***Performance guarantee, contract and fees must be provided to Public Works satisfaction as a condition of PBOT's building permit approval.***

**Dedication and Easements:** As a condition of PBOT building permit approval for construction of development, sufficient dedication will typically be required to meet the required right-of-way standards. The limits of dedication may require the applicant providing a survey of the frontage and an acceptable PW design for comparison. Subject property.

### **Utilities/Power lines:**

If the pedestrian corridor supports overhead power lines directly across from a zero setback building face and projections, the applicant is advised that they may be required to contact the appropriate utility service company to assure that the proposed design meets the requirements of for separation distances of structures and utility services.

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## **CONTACT INFORMATION**

### **PW Permit process:**



The PW design must be provided by an Oregon licensed civil engineer. To begin the PW process, please contact Transportation Public Works through <http://www.portlandonline.com/index.cfm?c=53147>

**Dedication process:**

To start the dedication process, the applicant is required to complete and return a dedication request form to Transportation Right-of-Way Acquisition. Said form will be provided by PBOT at the time of the building permit, PBOT's 1<sup>st</sup> review. Dedications will not be processed prior to the building permit processing. Dedications, and required easements, will be a condition of PBOT's approval for the building permit.

**Design Exception (DE) Application and Process**

For additional information on the DE process and for an application, please go to:

<http://www.portlandoregon.gov/transportation/article/207301>

Scroll down to "Form Title" – "Design Exception Instructions (PBOT)" and "Design Exception Form (PBOT)" for the links to additional information and application.

**Revocable Encroachment Permit Application:**

If the proposed scope of work requires a revocable permit application for encroachments in the public right-of-way, please go to the following web site for an application, processing, and additional information:

<http://www.portlandoregon.gov/transportation/encroachments>

for an application, general information, cost and submittal information.

**Permits from PBOT Street System/Utilities and from the Office for Community Technology are required for this installation:**

Contact Ryan Mace at 503-823-7076 or at [Ryan.Mace@portlandoregon.gov](mailto:Ryan.Mace@portlandoregon.gov) and Melvin Riddick at 503-823-0066 or at [Melvin.Riddick@portlandoregon.gov](mailto:Melvin.Riddick@portlandoregon.gov) to obtain the required permits. Advise this office when the permits have been obtained.

**Other Related PBOT Building Permit Questions:**

Please contact Wayne Close (503-823-7647 [wayne.close@portlandoregon.gov](mailto:wayne.close@portlandoregon.gov) )



## Pre-Application Conference Response

**Date:** October 21, 2020  
**To:** Jean Hester, Conference Facilitator  
503-823-7783, Jean.Hester@portlandoregon.gov  
**From:** Abigail Cermak, BES Systems Development  
503-823-7577, Abigail.Cermak@portlandoregon.gov  
**Case File:** EA 20-188301  
**Location:** 501 NW 21ST AVE  
**R#:** R198582  
**Proposal:** Two story addition above existing restaurant (8 new apartments). No new impervious area and the roof currently drains to City system. This is a non-contributing resource.

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The Bureau of Environmental Services (BES) has reviewed the submitted materials to identify potential issues and requirements and provide the following comments. Some references to Portland City Code (PCC) are included below; the applicant may refer to the Auditor's Office [Online Charter and Code](#).

### A. KEY ISSUES AND REQUIREMENTS

Following is a brief summary of issues and requirements that may impact your proposed project or are submittal requirements that will require time to prepare prior to submittal of the application.

1. With the land use application, the applicant must submit a utility plan showing all existing and proposed sanitary connections and stormwater management facilities.
2. Required public right-of-way improvements may trigger stormwater improvements, which must be reviewed through a Public Works Permit.

### B. SANITARY SERVICE

1. *Sanitary Infrastructure:* According to available GIS data, the following sewer infrastructure is located in the vicinity of the project site:
  - a. There is a public 8-inch vitrified clay (VSP) combined sewer on the north side of NW Glisan St (BES as-built #21350).
  - b. There is a public 9-inch vitrified clay (VSP) combined sewer on the south side of NW Glisan St (BES as-built #21350).
  - c. There is a 60-inch reinforced concrete (RCP) combined sewer in NW 21<sup>st</sup> Ave (BES as-built #3318)
2. *Combined Sewer:* BES models predict that the 8-inch combined sewer in NW Glisan St described above may surcharge during the 25-year storm event. BES will allow sanitary connections, but stormwater discharges will be restricted according to the Stormwater Management Manual's Infiltration and Discharge Hierarchy, as well as flow and volume control standards. Reducing the volume of post-development stormwater runoff to the combined system is a priority for BES, therefore onsite infiltration will be required to the maximum extent feasible. See the *Stormwater Management* section, below, for a discussion about the project's stormwater management approach.
3. *Upsizing Existing Sanitary Lateral:* BES does not have clear records regarding the size and location of the existing sanitary lateral. Based on the proposed development type and



according to Table 1 of [ENB-4.17](#), the existing lateral may need to be upsized to provide an acceptable sanitary connection for the development. The applicant should be aware that upsizing an existing sanitary lateral requires a sewer connection permit; the permittee is responsible for upsizing the entire length of lateral to the sewer main and for all costs associated with the work.

4. *Connection Requirements:* Connections to the City sewer system must meet the standards of the City of Portland's [Sewer and Drainage Facilities Design Manual](#), [PCC 17.32.090](#), administrative rules [ENB-4.07](#) and [ENB-4.17](#), and all other relevant City codes and rules. Sanitary sewage from private property must be separately conveyed to the property line and connected through individual laterals for discharge to the City separate sanitary or combined sewer. Per [ENB-4.07](#), sewer connection permits are required to make new connections to City mains and laterals, relocate or upsize existing laterals, and repair sewers in City right-of-way. The permittee is responsible for verifying the location, depth and size of an existing sewer lateral and for ensuring the lateral is clear of obstructions prior to connection.

### C. STORMWATER MANAGEMENT

1. *Stormwater Infrastructure:* According to available GIS data, the following stormwater infrastructure is located in the vicinity of the project site:
  - a. There are no public storm-only sewers available to this property and a public storm main extension is not required. The combined sewer described above may provide the only offsite discharge location for stormwater from the development.
  - b. Currently, stormwater from the public right-of-way discharges to combined sewer inlets in NW Glisan St & NW 21<sup>st</sup> Ave.
2. *General Stormwater Management Requirements:* Development and redevelopment sites that include any of the triggers listed in PCC 17.38.040 are subject to the policies and standards of PCC 17.38.035, Portland's [Stormwater Management Manual](#) (SWMM) and [Source Control Manual](#) (SCM). Projects must comply with the current adopted version of the SWMM as of the permit application date. A fundamental evaluation factor in the SWMM is the Stormwater Infiltration and Discharge Hierarchy (Section 1.3.1), which sets the framework that will be used to determine when a project's stormwater runoff must be infiltrated onsite and when offsite discharge will be permitted, and the parameters that must be met for either scenario. If tested infiltration rates on a property are greater than or equal to 2 inches per hour, onsite infiltration will be required unless the site falls under a specific exemption described in Section 1.3.3 of the SWMM. Note that maximum building coverage allowed by the zoning code does not exempt the applicant from stormwater requirements. Pollution reduction and flow control requirements must be met using vegetated facilities to the maximum extent feasible, though roof runoff and some paved impervious surfaces are exempt when discharging directly to a UIC (refer to Section 1.3.3 of the SWMM). The Hierarchy also includes impervious area reduction techniques (ecorooft, pervious paving and trees), which can mimic the passive treatment of pre-development conditions and help reduce the area of new development requiring stormwater management.
3. **2020 SWMM Update:** Note that the SWMM is currently being revised with the new version expected to go into effect November 2020. The draft 2020 SWMM is available at [www.portlandoregon.gov/bes/2020SWMM](http://www.portlandoregon.gov/bes/2020SWMM). The applicant is also encouraged to review the additional information and summary of changes provided at the above link. There will be a grace period of three months during which either SWMM version can be used. Outside the grace period, each application will be reviewed under the manual in effect at the time of submittal. Specifically, land use reviews will be conducted under the manual in place at the time of application submittal (provided that the application is complete within 180 days of



submittal), building permits will be reviewed against the manual version in effect at the time of permit "in date," and Public Works Permits will be reviewed against the manual version in effect on the date the Concept Development Submittal is accepted for review. Although staff will attempt to identify and describe potential impacts of the updated SWMM to this proposal, it is the applicant's responsibility to also review the provided information and revisions in the context of the development proposal.

4. **Public Right-of-Way Stormwater Management:** Stormwater runoff from the public right-of-way must comply with all applicable standards of the SWMM and Sewer and Drainage Facilities Design Manual and be conveyed to a discharge point along a route of service approved by the BES Director or the Director's designee.
  - a. Under the 2016 SWMM, when PBOT requires new sidewalk construction in a pedestrian corridor where a curb and paved street already exist, constructing the sidewalk so that it slopes toward a vegetated area and/or planting street trees will be a viable alternative to constructing stormwater management facilities.
  - b. **2020 SWMM Update:** Note that with the SWMM update expected in November 2020 (as described above), sidewalk and ADA improvement projects with existing curbs that create or replace 500 ft<sup>2</sup> or more of impervious area will no longer be automatically exempt from stormwater management requirements. If this project will be reviewed under the 2020 SWMM, the applicant should be aware that new or redeveloped impervious area behind the existing curb must meet SWMM requirements or will be subject to an Offsite Stormwater Management Fee in lieu of building a stormwater facility. Be aware that Public Works Projects will be reviewed based on the manual in effect at the time the Concept Development Submittal is accepted for review.
5. **Private Property Stormwater Management:** Stormwater runoff from this project must comply with all applicable standards of the SWMM and SCM and be conveyed to a discharge point along a route of service approved by the BES Director or the Director's designee.
  - a. **SWMM Triggers:** Stormwater management requirements described in the SWMM are triggered for projects that develop or redevelop greater than 500 square feet of impervious area. Changes to paved or other impervious surfaces that expose 500 square feet or more of gravel, aggregate or soil and repave would trigger the requirements of the SWMM. In addition, expanding the footprint of existing structures or impervious area, or expansion of existing structures within the existing development footprint may trigger the SWMM. The applicant may refer to Section 1.2.1 of the SWMM and coordinate with BES staff for information of what qualifies as development and redevelopment for this project. If stormwater management requirements of the SWMM are triggered, a stormwater report will be required.
    - 1) As discussed, this project will most likely be reviewed under new 2020 SWMM. Under the new SWMM, projects that construct vertical additions to an existing structure within the building footprint that are less than 10,000sf are exempt from stormwater management.

#### **D. GENERAL PUBLIC WORKS PERMIT INFORMATION**

*For questions related to the public improvements described throughout these notes, please contact Clayton Stahnke at (503) 823-7054 or [clayton.stahnke@portlandoregon.gov](mailto:clayton.stahnke@portlandoregon.gov) or the BES Development Engineering hotline at (503) 823-7761, option 3.*

1. **General Public Works Permit Information:** Information on the City's public works permit (PWP) process, including submittal requirements and review timelines, is available at [www.portlandoregon.gov/publicworks](http://www.portlandoregon.gov/publicworks). All submitted public works plans must meet the City's Sewer and Drainage Facilities Design Manual (SDFDM), SWMM, and public works



permitting plan submittal requirements and drafting standards. Contact Public Works Permitting at (503) 823-1987 or [pwd@portlandoregon.gov](mailto:pwd@portlandoregon.gov) with questions related to the general public works permit process.

2. *Hazardous Substances Code*: The City's Hazardous Substances Code (PCC 17.24.067) requires the excavation and removal of disturbed contaminated soils from right-of-way access areas and utility corridors. The soils must be replaced with clean fill at a minimum depth of 5 feet. A demarcation/contaminant barrier is also required when it has been determined the soils are contaminated at depth. Erosion control measures for contaminated soils ([Section 1.12](#) of the SCM) must be met. Soil stockpiles must be covered and contained with a barrier on all four sides, with an impervious layer underneath the stockpile to inhibit contaminants from leaching back into the soil.

#### **E. SUBMITTAL REQUIREMENTS FOR LAND USE**

1. Full land use plan set, including preliminary utility plan.

#### **F. PERMIT INFORMATION**

At the time of permit review the applicant should be aware of the following:

1. *Connection Fees*: Sewage system connection fees and system development charges are assessed at the time of building plan review and change every fiscal year on July 1<sup>st</sup>. For additional information on these fees, navigate [here](#) or call the BES Development Review Team at 503-823-7761.
2. *Connection Requirements*: Connection to public sewers must meet the standards of the City of Portland's [Sewer and Drainage Facilities Design Manual](#).
3. *Source Control Manual Requirements*: Design requirements from the [Source Control Manual](#) (SCM) that may be pertinent to this project are briefly described as follows with the corresponding SCM section noted. BES recommends the applicant review the SCM to help recognize other requirements that may apply to this project at the time of building permit review.
  - a. *Solid Waste and Recycling* (SCM [Section 1.6](#)): Solid waste (including grease bins/drums/boxes) and recycling (plastic, paper, glass, etc.) areas require a structural cover with a paved surface beneath the receptacles, a bermed or graded isolated area beneath the cover to protect from stormwater run-on, and a drain to the sanitary sewer within the isolated covered area.
  - b. *Loading Docks* (SCM [Section 1.7](#)): Loading docks (material transfer areas) must be isolated from stormwater run-on. The first 3 feet of the dock face must be isolated through grading, berms or drains, and that area must discharge to the sanitary sewer. Bay door loading areas are required to be sloped away from the outside and stormwater is to be directed away from the bay door loading area.
  - c. *Remote Fueling for Generators* (SCM [Section 1.8](#)): The generator fuel supply tank must be double walled and the fueling port must have secondary containment in order to meet the intent of Section 1.8.
4. *Grease Management Program* (PCC [17.34](#) and [ENB 4.26](#)): The City requires installation of grease interceptors in all new food service establishments or in establishments making improvements to their food or beverage preparation areas. All plumbing fixtures in food and beverage preparation areas must be connected to an interceptor. A monitoring access structure (MAS) may be required. Please refer to the MAS discussion below regarding MAS requirements.



5. *Extra Strength Sewer Charge Program* (PCC [17.34](#) and [ENB 4.25](#)): An itemized Extra Strength Sewer charge will be included in sewer bills for Food Service Establishments (FSEs). This fee is based on water usage and will be lower for FSE's that reduce food waste in the discharge to the sewer system by installing and maintaining grease interceptors, composting, and eliminating food grinders. A monitoring access structure (MAS) may be required. Please refer to the MAS discussion below regarding MAS requirements.
6. *Interior Secondary Containment* (PCC [17.34.30](#) and PCC [17.34.060.D](#)): Indoor storage areas with food, chemical, wastewater, and beverage containers, or other substances prohibited in code to enter the sewer system, must include secondary containment.
7. *Pet Relief Areas* (PCC [17.32](#)): Any liquid wastes generated from an area that will be built specifically for, or used as, a pet relief area must discharge to the sanitary sewer system. Stormwater is not allowed into the sanitary sewer system; therefore an area used for pet relief would need to be protected from any stormwater coming in contact with that area.

#### **G. ADDITIONAL STORMWATER MANAGEMENT CONSIDERATIONS**

Included below is information regarding programs and technologies that the project team may choose to utilize for this project.

Topic	Comments	Links & Contacts
<b>Ecoroof</b>	Planted roofs (ecoroofs) are encouraged by the City as a sustainable method of stormwater management. By installing an ecoroof on all or a portion of your roof area, the size of additional required stormwater facilities may be reduced because it reduces the amount of impervious area on the site that needs to be managed. Ecoroofs also insulate the building, reducing heating and cooling costs, last many years longer than conventional roofs, and provide wildlife habitat. Ecoroofs are also encouraged in the LEED Green Building Rating System and a project can earn credits toward LEED certification. BES is available to provide additional information or design assistance.	2016 SWMM Section 2.3.4.1  <a href="#">BES Ecoroofs</a>
<b>Clean River Rewards Program</b>	Clean River Rewards, Portland's stormwater discount program, offers discounts up to 100% of the City's onsite stormwater management charge to ratepayers who manage stormwater runoff on their property. The discount is calculated on a sliding scale for how much and how well properties manage stormwater onsite. Ratepayers must register their property and describe how stormwater is being managed to qualify. See the Clean River Rewards website for more information.	<a href="#">BES Clean River Rewards Program</a> : 503-823-1371 (hotline)



## Early Assistance Conference Response

**Date:** October 20, 2020  
**To:** Jean Hester, Conference Facilitator  
503-823-7783, Jean.Hester@portlandoregon.gov  
**From:** Kevin Wells, 503-823-5618  
Kevin.Wells@portlandoregon.gov  
**Case File:** EA 20-188301  
**R#:** R198582  
**Proposal:** A Pre-Application Conference to discuss a two story addition above an existing restaurant. Eight units are proposed.

The Site Development Section of the Bureau of Development Services (BDS) has reviewed the conference materials provided by the applicant. The following comments identify conditions that may impact the project, or submittal requirements for land use or building permit review.

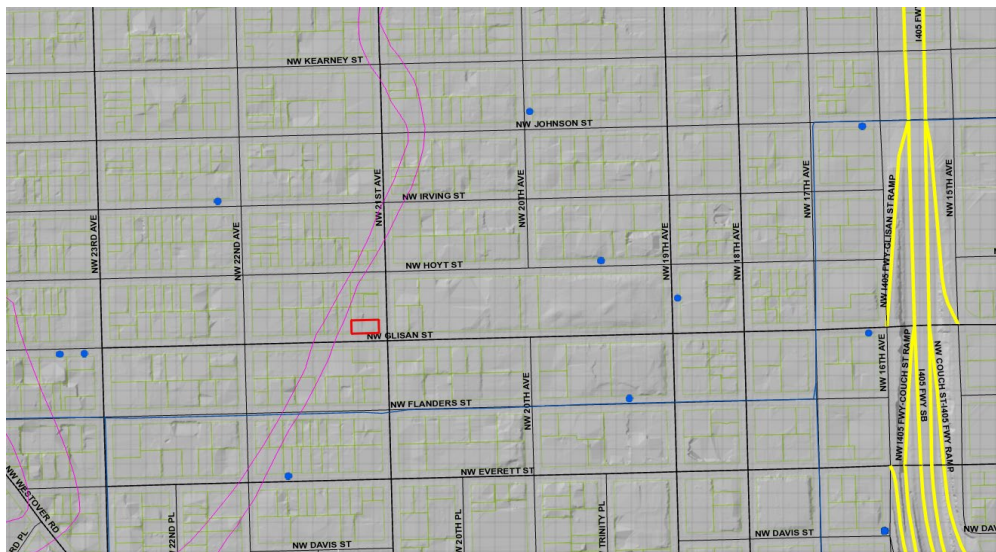
### A. Site Conditions

Topography: The site is relatively level with an approximate elevation of 116 feet NAVD.

Potential Landslide Hazard Area: The site is not located in a regulated Potential Landslide Hazard Area.

**Flood Hazards:** The site is not within a FEMA or City of Portland regulated Flood Hazard Area.

**Liquefaction:** Based on a review of geologic maps, the site may be susceptible to liquefaction during strong seismic shaking. Importantly, a natural drainage channel that was subsequently infilled by historic development traverses near the northwest boundary of the site, which may contribute to the potential for liquefaction, shallow groundwater, and/or undocumented fills below the site.





## **B. Building Permits**

The applicant must obtain a building permit to facilitate the proposed improvements. As required by Section 105.1 of the Oregon Structural Specialty Code (OSSC), any owner or authorized agent who intends to construct, enlarge, alter, repair, move, change the character or use of the occupancy, or change the occupancy of a building or structure that is regulated by the State Building Code, must first make application to the BDS and obtain a building permit.

## **C. Seismic Upgrade Requirements of PCC 24.85.**

A seismic rehabilitation of the existing structure could be required in accordance with Portland City Code (PCC) 24.85. The provisions of PCC 24.85 prescribe the seismic design requirements for existing buildings undergoing changes of occupancy, additions, alterations, catastrophic damage, fire, or earthquake repair, or mandatory or voluntary seismic strengthening. The requirements of PCC 24.85 only apply to buildings for which a building permit has been applied for to change the occupancy classification, add square footage to the building, alter or repair the building.

## **D. Geotechnical Engineering Requirements**

The applicant must submit a geotechnical report with the building permit application. The geotechnical report must be prepared by an Oregon-registered professional engineer with experience in geotechnical engineering. The report must contain recommendations for site preparation, seismic design, and foundation support. The report must also summarize the engineer's evaluation of liquefaction.



# Water Bureau

## Early Assistance Appointment Response

**Date:** October 8, 2020

**From:** Benjamin Kersens, 503-865-6370, Ben.Kersens@portlandoregon.gov

**Case File:** EA 20-188301

**Location:** 501 NW 21ST AVE

**Property ID:** R198582

**Proposal:** A Pre-Application Conference to discuss a two story addition above an existing restaurant. Eight units are proposed.

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The Portland Water Bureau (PWB) has reviewed the early assistance materials to identify potential issues and requirements.

### A. KEY ISSUES

1. There is an 8-inch cast iron main a few feet from the curb on NW Glisan Street. PWB recommends avoiding any large vault installations in the furnishing zone of NW Glisan Street. For protection of the water main, PWB will require a 5-foot clearance from the edge of your excavation to the edge of the water main.
2. To install a new sanitary lateral to the property you may need to cross an existing water main. PWB will require a Utility Protection Plan prior to construction. Refer to the [Portland Guidelines for Utility Protection](#) for more information.

### B. WATER AVAILABILITY

1. Water is available to this site from the 8" CI water main in NW Glisan Street and the 6" CI water main in NW 21<sup>st</sup> Ave. The static water pressure is estimated as 63 - 79 psi at 118 feet in elevation.
  - a. PWB prefers that new services are located on NW Glisan in order to avoid crossing to the main on the far side of NW 21st.
2. The site is currently served through a 1" domestic meter and a 4" fire line. Services will be evaluated at the time of PWB permit review. If the services are found to be inadequate, they will be resized at the expense of the applicant. If an existing service is not used for the new development, it must be removed. All fees to remove services are the responsibility of the applicant.
  - a. Please verify that the existing 4" fire line will be sufficient for the proposed development.



- b. The 1" domestic will likely be insufficient for the entire development. The designer can utilize the existing 1" for the 1<sup>st</sup> floor tenant and have a 2<sup>nd</sup> service installed for the new development or can install a second larger service for the entire development.
- c. Complete a [W-4](#) for development to determine the future water meter size.
- d. A complete site utility plan will be required showing all utilities in the ROW.

#### **C. OTHER CATEGORY**

1. If a single domestic and/or fire service is to be used to serve two or more buildings, the property owner will be required to sign a "Separate Service Agreement" prior to building permit approval or purchasing new services. The agreement states if the property is divided in the future, separate water domestic and/or fire service must be installed for each resulting parcel prior to approval of the land division.
2. All mixed-use/multi-tenant developments, certain occupancies, and services larger than 1.5" will require the installation of a backflow prevention assembly on private property. Water Bureau required backflow assembly installations can significantly impact property frontage development. Water Bureau required assemblies are typically required to be installed on private property at the property line, on the centerline of the city water service. Some installations are required to be installed above finished grade in an approved insulated outdoor enclosure. Please reference possible backflow assembly requirements for your project at <https://www.portlandoregon.gov/water/article/326464> or call 503-823-7480 for more information.
3. To obtain fire flow information fill out a "Fire Flow Request Form" found at our website, <http://www.portlandonline.com/water/index.cfm?c=55128&> or by calling 503-823-1408.
4. If there is contamination in or near the ROW at the location of proposed water mains or services, PWB requires:
  - a. Verification of clean soils at the location of the installations; or
  - b. Identification of the extent and degree of contamination such that appropriate remediation plans can be generated prior to any PWB construction. The remediation, disposal fees, and charges are the responsibility of the applicant.
5. A water main relocation may be required where new or reconstructed infrastructure is proposed to encroach on an existing water line.

#### **D. WATER CODE REQUIREMENTS**

Topic	Code and Comments	Code Citation & Link
Title 21	City Water Code	<a href="#">Title 21 Water</a>

#### **E. PERMIT INFORMATION**

At the time of permit review (following the land use review) you should be aware of the following:



1. All new domestic service taps and upsized meters will be assessed a **System Development Charge** (SDC). Fee is based on meter size. Meters will be sized during the building permit process. Sizing is based on total count of all fixtures supplied by the identified service. Applicant will provide an SDC Form, W-3, or W-4 for each service as part of the building permit submittal. There will be no reduction in meter size based on grey water usage or the installation of low-flow fixtures. SDC credit will be given for meters that are permanently removed. SDC credit is applied towards services within the same lot and is not transferrable.
2. Fire lines are excluded from Systems Development Charges.
3. The applicant can consider the use of a combination domestic and fire service for domestic services of 2" or less. In this circumstance PWB will require that the fire flow demand be provided prior to building permit approval.
4. Ordinance rates for service installations and water main extensions can be found in the FY 20-21 Water Fee Schedule: <https://www.portlandoregon.gov/water/article/763613>. Service/Mains work may fall outside of our Rate Ordinance requiring a Site Specific estimate.



# Fire Bureau

## Pre-Application Conference Response

**Date:** 10/29/2020

**To:** Jean Hester, Conference Facilitator  
503-823-7783, Jean.Hester@portlandoregon.gov

**From:** Paul Jennings, 503-823-3993  
Paul.Jennings@portlandoregon.gov

**Case File:** EA 20-188301

**Location:** 501 NW 21ST AVE

**Property ID:** R198582

**Proposal:** A Pre-Application Conference to discuss a two story addition above an existing restaurant. Eight units are proposed.

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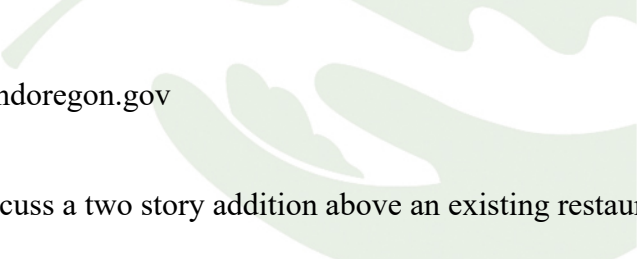
PORTLAND FIRE BUREAU: What requirements are there for access to the Sprinkler equipment?

901.4.6 Pump and riser room size. Where provided, fire pump rooms and automatic sprinkler system riser rooms shall be designed with adequate space for all equipment necessary for the installation, as defined by the manufacturer, with sufficient working space around the stationary equipment. Clearances around equipment to elements of permanent construction, including other installed equipment and appliances, shall be sufficient to allow inspection, service, repair or replacement without removing such elements of permanent construction or disabling the function of a required fire-resistance-rated assembly. Fire pump and automatic sprinkler system riser rooms shall be provided with doors and unobstructed passageways large enough to allow removal of the largest piece of equipment. 901.4.6.1 Access. Automatic sprinkler system risers, fire pumps and controllers shall be provided with ready access. Where located in a fire pump room or automatic sprinkler system riser room, the door shall be permitted to be locked provided that the key is available at all times. 901.4.6.2 Marking on access doors. Access doors for automatic sprinkler system riser rooms and fire pump rooms shall be labeled with an approved sign. The lettering shall be in contrasting color to the background. Letters shall have a minimum height of 2 inches (51mm) with a minimum stroke of 3/8 inch (10 mm). 901.4.6.3 Environment. Automatic sprinkler system riser rooms and fire pump rooms shall be maintained at a temperature of not less than 40°F (4°C). Heating units shall be permanently installed. 901.4.6.4 Lighting. Permanently installed artificial illumination shall be provided in the automatic sprinkler system riser rooms and fire pump rooms.



# Urban Forestry

## Early Assistance Response



Date: September 30, 2020  
From: Casey Clapp  
503-823-4467, Casey.Clapp@portlandoregon.gov  
Case File: EA 20-188301  
Location: 501 NW 21ST AVE  
Proposal: A Pre-Application Conference to discuss a two story addition above an existing restaurant. Eight units are proposed.

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Portland Parks, Urban Forestry staff has reviewed the Early Assistance materials to identify potential issues and requirements in accordance with Title 11, Trees. This response identifies potential issues and/or impacts on existing street and heritage trees, and trees on city-owned or managed sites, if applicable. Trees on private property are subject to development standards from the Bureau of Development Services. See planner requirements for private property trees.

**Please note that there may be other applicable tree requirements in Title 33 Planning & Zoning.**

### **A. Response Summary**

The development will be subject to Urban Forestry standards and requirements during the permit review process as detailed below.

The Armstrong red maple along NW Glisan St should be removed as a part of this project due to its declining health and structural condition. Due to the species, size, and condition of trees removed, no trees are required to be planted to mitigate the loss as a result of this project. Street tree planting standards must be met in accordance with 11.50.060.C. Trees will be required to be planted through the either the building permit or a public works permit.

The remaining street trees along NW Glisan St and both street trees along NW 21st Ave must be preserved at all phases of construction. These trees are healthy, non-nuisance species that are appropriate for their location. Pruning is likely to be required for this project; however, pruning will be limited to clearance for the building. Trees may not be pruned or removed for temporary measures like scaffolding. If the applicant believes the tree must be removed to facilitate development, the applicant must provide adequate technical analysis demonstrating why the tree cannot be preserved while developing the site to City standards.



## **B. Tree Plan (11.50.060)**

A tree plan must be submitted with each phase of review including land use reviews, building permit applications, and public works permits. A tree plan was not submitted with the EA application, so additional tree information is required. The plan must include the following information for street trees:

- a. The size and location of street trees adjacent to the subject property.
- b. Trees proposed to be preserved including tree protection specifications in accordance with 11.60.030.
- c. Tree(s) proposed for removal.
- d. Tree planting plan (tree species and location(s)).

## **C. Street Trees**

### *1. Existing Street Conditions*

- a. NW 21<sup>st</sup> Ave: The site has approximately 50 feet of street frontage. The right-of-way is improved with pavement, curbs, planting cutouts, and sidewalks. There are no overhead high voltage power lines. There are two street trees.
  - i. Armstrong red maple (*Acer rubrum* 'Armstrong'), 12.9" DBH, good condition
  - ii. Armstrong red maple (*Acer rubrum* 'Armstrong'), 13.8" DBH, good condition
- b. NW Glisan St: The site has approximately 100 feet of street frontage. The right-of-way is improved with pavement, curbs, planting cutouts, and sidewalks. There are no overhead high voltage power lines. There are three street trees.
  - i. Armstrong red maple (*Acer rubrum* 'Armstrong'), 15.8" DBH, poor condition
  - ii. Persian ironwood (*Parrotia persica*), 9.8" DBH, good condition
  - iii. Purple leaf plum (*Prunus cerasifera* 'Thundercloud'), 15.5" DBH, good condition

### *2. Street Tree Preservation (11.50.040)*

Based on the proposed development it appears existing street trees may be impacted. Development proposals must be configured to avoid street trees.

The Armstrong red maple along NW Glisan St should be removed as a part of this project due to its declining health and structural condition. Due to the species, size, and condition of trees removed, no trees are required to be planted to mitigate the loss as a result of this project. Street tree planting standards must be met in accordance with 11.50.060.C. Trees will be required to be planted through the either the building permit or a public works permit.

The remaining street trees along NW Glisan St and both street trees along NW 21<sup>st</sup> Ave must be preserved at all phases of construction. These trees are healthy, non-nuisance species that are appropriate for their location. Pruning is likely to be required for this project; however, pruning will be limited to clearance for the building. Trees may not be pruned or removed for temporary measures like scaffolding. If the applicant believes the tree must be removed to facilitate development, the applicant must provide adequate technical analysis demonstrating why the tree cannot be preserved while developing the site to City standards.

### *3. Street Tree Protection Specifications (11.60.030)*

Tree protection is required in accordance with Title 11 Trees, Protection Methods (11.60.030). Tree protection shall follow either the Prescriptive or Performance path. Protection methods must be shown on the tree plan. If using the Performance path, the alternate tree protection plan must be prepared by an arborist who has visited the site

### *4. Street Tree Planting (11.50.060.C)*



The applicant has not provided a conceptual street tree planting plan. One street tree must be planted or retained for each full increment of 25 linear feet (11.50.060.C.1). Street trees must be planted at a minimum 2.5 caliper inches. Trees will be required to be planted through the building permit or a public works permit.

- a. NW 21<sup>st</sup> Ave: The site has approximately 50 feet of street frontage at this location requiring two trees to be planted or preserved.
- b. NW Glisan St: The site has approximately 100 feet of street frontage at this location requiring up to four trees to be planted or preserved.

Street tree planting may be exempt under 11.50.060.B when existing above or below grade utilities prevent planting street trees or when the existing planting strip is less than 3-feet wide.

Due to the existing condition of the right-of-way, street trees may not be required unless PBOT requires frontage improvements.

#### **D. Heritage Trees**

1. *Heritage Trees* (11.20.060):

There are no Heritage Trees on or adjacent to this site currently.



## **URBAN FORESTRY TREE REQUIREMENTS**

### **Early Assistance and Land Use Review**

Portland Parks & Recreation Urban Forestry staff review Early Assistance and Land Use Review materials to identify potential issues and requirements in accordance with Title 11, Trees and Title 33, Zoning Code. The purpose of these reviews is to identify potential issues and/or impacts on existing street trees, heritage trees, and trees on City-owned or managed sites (if applicable), as well as to provide adequate areas for future street tree planting on existing and proposed public streets. Trees on private property are subject to development standards from the Bureau of Development Services. See planning requirements for private property trees or call the Zoning Hotline at 503-823-7526.

#### Tree Plan Submittal Requirements (11.50.070)

A tree plan must be submitted with each phase of review including land use reviews, building permit applications, and public works permits. The tree plan information may be combined with other relevant plan sheets. The tree plan submittal shall include the following information:

- ☐ existing improvements;
- ☐ proposed alterations;
- ☐ existing street trees  $\geq 3"$  DBH including size and location;
- ☐ existing on-site trees  $\geq 6"$  DBH within 15' of the limits of disturbance;
- ☐ trees proposed for removal;
- ☐ tree planting proposal, including tree size, species and location; and
- ☐ trees to be retained and proposed tree protection measures meeting the specification in Chapter 11.60.

Any changes to an approved Tree Plan, including amending tree species must be approved by the City Forester. Please note that the City Forester may not approve revised tree planting plans based on the lack of species availability. To facilitate species availability, it is recommended that tree procurement occur approximately 6 months prior to installation.

#### Tree Mitigation (11.50.040.C.2)

Healthy street trees  $\geq 6"$  DBH that are approved for removal shall be replanted with two trees in addition to trees required to be planted to meet Street Tree Planting Standards, below. When street improvements are to partially or fully unimproved streets, healthy street trees  $\geq 12"$  DBH approved for removal shall be replanted with two trees, with trees planted to meet Street Tree Planting Standards credited towards meeting this requirement. Tree replacement for trees removed shall occur in the street planter strip, on site, or in the same watershed either by planting or by paying a fee in lieu of planting in accordance with table 60-1, below.

On City-owned or managed sites, healthy, non-nuisance trees  $\geq 6"$  DBH that are approved for removal shall be replanted per the Administrative Rule for tree replacement standards, below:



## Tree Replacement for Development on City Owned or Managed Sites

Size of tree to be removed (inches in diameter)	Number of trees to be planted
6 and up to 12	Up to 2
More than 12 and up to 20	Up to 3
More than 20 and up to 25	Up to 5
More than 25	Up to 6

### Street Tree Planting Standards (11.50.050)

One street tree shall be planted or retained for each full increment of 25 linear feet per side of street frontage. Planting is exempt when existing above or below grade utilities prevent planting of street trees, or if the existing design of the street will not accommodate street tree planting because the planting strip is less than 3 feet wide, there is not a planting strip, or there is insufficient space to add tree wells. Trees planted to meet street tree planting standards are credited toward mitigation requirements when street improvements are to partially or fully unimproved streets. When the required number of trees cannot be planted, a fee in lieu of planting will be required, in accordance with Table 60-1, below.

**Table 60-1 Broadleaf Tree Size Requirements**

Development Type	Tree Size	
	On Site	Street
One and Two Family Residential	1.5"	1.5"
Multi Dwelling Residential	1.5"	2"
All others	1.5"	2.5"

### Tree Planting Specifications

If there are fewer than 8 required trees, they may all be the same species. If there are between 8 and 24 required trees, no more than 40 percent can be of one species. If there are more than 24 required trees, no more than 24 percent can be of one species. Street tree species shall conform to the appropriate "City of Portland Approved Street Tree Planting List." The City Forester may approve or require an alternate or unlisted species.

All required street trees shall be planted in-ground following Standard Drawing Number P-581 "Typical Street Tree installation," except when in raised planters that are used to meet Bureau of Environmental Services storm water management requirements. Please include the Standard Drawing Number P-581 as part of the Public Works permit application. Plant materials shall be installed to current nursery industry standards and proper arboricultural practices [American National



Standards Institute, *ANSI A300 Part 6: Tree, Shrub, and Other Woody Plant Maintenance-Standard Practices (Planting and Transplanting)* 2012, Tree Care Industry Association, Inc. Londonderry, NH]. Plant materials shall be properly supported to ensure survival.

All trees required or approved to be planted by Title 11 shall be planted or payment in lieu of planting made prior to the expiration of the permit or City's final acceptance of the project, as applicable. However, it is encouraged that planting occur during the wet months or as per City Forester recommendations. Street tree planting may be deferred between May 1 and September 30 upon filing a performance guarantee as provided in Section 11.10.060 or other assurance deemed acceptable by the City Forester or BDS Director as applicable.

#### Tree Protection Specifications (11.60.030)

Trees to be retained shall be protected in accordance with Title 11 Trees, Protection Specifications (11.60.030.C). Tree protection shall be shown on the tree plan and include the distance from the trunk of the tree to the fence. A standard root protection zone is established as follows; a minimum of 1 foot radius (measured horizontally away from the face of the tree trunk) for each inch of tree diameter. Protection fencing shall be a minimum 6-foot high metal chain link construction fence, secured with 8-foot metal posts established at the edge of the root protection zone and permissible encroachment area.



Sign In Sheet NW 21<sup>st</sup> 20-188301

Casey Clapp, Urban Forestry; casey.clapp@portlandoregon.gov, 503-823-8768

Abigail Cermak, BES, abigail.cermak@portlandoregon.gov, 503-823-7577

Bob Haley, PBOT, robert.haley@portlandoregon.gov

steve corey

Edward Christensen

Kevin Wells: BDS Site Development, 503-823-5618; kevin.wells@portlandoregon.gov

Jack Lyon Jack@InvestmentBuilders.net 503-805-1818

Grace Jeffreys, Design/ Historic Resource Review; GraceJeffreys@PortlandOregon.gov; (503) 865-6521



**From:** [Jack@InvestmentBuilders.net](mailto:Jack@InvestmentBuilders.net)  
**To:** [Jeffreys, Grace](#)  
**Subject:** LU 21-076261 HR Additional Information  
**Date:** Wednesday, December 8, 2021 4:04:36 PM  
**Attachments:** [LU 21-076261 HR - Updated Submittal 120321.pdf](#)  
[SDP Project Summary 120221.pdf](#)  
[SDP Appendix 120821.pdf](#)

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The City's email systems have identified this email as potentially suspicious. Please click responsibly and be cautious if asked to provide sensitive information.

Grace,

Please find attached updated a response to the Incomplete Letter, an updated Project Summary, and updated Appendix documents.

I will immediately send a follow up email with updated "C" drawings.

Let's start the clock!

Thank you,  
Jack



# **COURTYARD 21 PROJECT SUMMARY**

## **Overview**

The existing structure located at 501 NW 21<sup>st</sup> Avenue in Portland, Oregon is a single-story building with cast in place concrete walls and a wood framed roof. Built in 1940, it is currently occupied by a single restaurant tenant. In 2013 a partial second story was added to the west end of the building and is used by the tenant for office and storage.

This proposal adds two stories of apartments above the restaurant. Each story would contain four apartments centered around an enclosed courtyard. The new construction will have minimal impact to the existing restaurant; only requiring space for a new stair, expanded electrical and fire sprinkler services, and a recycling/trash room.

The City of Portland Historic Alphabet District map classifies the building as “Compatible / Noncontributing”. The existing building façade is mostly original and is fairly plain in design with only a few ornamental pilasters along the length of the cast in place concrete walls. We propose to remove a brick veneer that was added to some areas in the past. A new sheet metal awning will replace the large one covering some of the sidewalk and restaurant seating and the new apartment entry.

Both NW 21<sup>st</sup> Avenue and NW Glisan are busy neighborhood streets with a variety of architectural styles. The new apartment addition has been designed to be compatible with the other building in the area. The design proposes clean, simple lines with exterior walls at the property lines to reinforce the street edges on this important corner. windows ganged together, and trim added, to reflect the historic nature of the Alphabet District and stucco siding will be used for compatibility with the original building. A cornice sets the top edge of the street facing facades and overhanging balconies add to the vibrant nature of the Alphabet District.

The Portland Zoning Code requirements related to our project are as follows:

• Zone	CM2
• Neighborhood Contact	Not Required < 10,000 sf
• Relevant Allowed Uses	Retail, Residential
• Parking Requirement	None < 30 units in areas served by Transit
• Height Limit	45'
• Maximum FAR	2.5:1
• Site Area	5,000 sf
• Maximum Allowable Area	12,500 sf
• Current Building Area	5,780 sf
• Minimum Density	3.4 units
• Abutting Zoning	North: CM2, West: RM3
• Minimum Setbacks	North: 0', West: 10'
• Maximum Lot Coverage	100% - Inner Pattern Area
• Landscape Percentage	15%
• Outdoor Area	36 sf / unit
• Façade Articulation	Required
• Window Standards	Required



**Project Team**

Building Owner	21 Glisan, LLC – Brad Johnston 11640 SW Jody Street, Beaverton, OR 97005
Tenant	Silver Dollar Pizza - Sam McBale 501 NW 21 <sup>st</sup> , Portland OR 97210
Contractor	Investment Builders – William Bannister 3411 NE 65 <sup>th</sup> , Vancouver WA 98661
Architect / Applicant	Jack Lyon (503) 805-1818 3411 NE 65 <sup>th</sup> , Vancouver WA 98661
Civil Engineer	Welkin Engineering – Ed Christiansen 25260 SW Parkway Ave, Ste G, Wilsonville, OR 97070
Structural Engineer	Lyver Engineering – Troy Lyver 7950 SE 106th Ave, Portland, OR 97266

**Reports**

Geotechnical	Rapid Soils Solutions – Mia Mahedy 3915 SW Plum St, Portland, OR 97219
Fire Flow	Provided by Deborah Smith Portland Water Bureau
Loading Demand Study	Not Required per Robert Haley, PBOT

**Estimate**

Construction Cost	Site Improvements, Existing building improvements, Eight Apartments: \$1,590,000
-------------------	--

**List of Enclosures**

Land Use Application  
Zoning Analysis  
Geotechnical Report  
Fire Flow Report



Grace Jeffreys  
City Planner  
City of Portland  
1900 SW 4<sup>th</sup> Avenue, Suite 5000  
Portland, OR 97201

12.08.21

RE: Land Use Review LU 21-076261 HR – 501 NW 21st

Grace,  
Thank you for your review of our initial submittal. Following is a response to your review comments:

- I.a. 1
  - We have emphasized the existing pilasters with an accent color
  - Glazing on NW Glisan is limited by the existing restaurant kitchen. Moving the kitchen within the restaurant isn't feasible as it would require moving all the equipment plumbing & electrical and closing the restaurant for 2-3 months. This would essentially close the business permanently.
  - The glazing calculations are shown on the exterior elevations. The glazing on NW Glisan increases 2.4%.
  - The canopy has been redesigned to a flat profile and has integrated the apartment entry
- 2
  - Upper openings have been reduced to set them back from the corner
  - The arched entry is a very common element in NW Portland. The entry arch is now better balanced by the added vertical oval stucco element and blade sign. This three dimensional and asymmetric design affords a higher level of visual interest.
- I.b.
  - There is no change to the East Elevation ground level glazing which remains at 42%. As discussed above, it isn't feasible to make any significant changes to the existing South glazing on the ground level.
  - The new canopy is 6' deep
- I.c.
  - The canopy has been redesigned to a flat profile and has integrated the apartment entry
  - The restaurant signage has been moved from the edge of the canopy to the building face.
  - There are many more examples of mid-block blade signs in the Alphabet District than corner blade signs. A drive along NW 21<sup>st</sup> and NW 23<sup>rd</sup> avenues reveals almost a 4:1 ratio – see Appendix for examples; two of which are within 100' of this site. The blade sign is part of the entry element composition and denotes the apartments are separate from the restaurant. A corner blade sign would compete with the restaurant signage on the ground level.
  - The stucco is a traditional three coat Portland cement plaster





- Ground Floor exterior lighting will be in the canopy soffit
- The balcony sconce lighting has been removed from the design. Accent lights now highlight each of the upper pilasters.
- Windows are either single hung or fixed styles. Because of the small footprint of the project and in order to maximize the number of units the individual units are small and circulation space is at a premium. This leads to the use of sliding doors on the balconies which are quite common in NW Portland.
- The narrow strip of landscaping along NW 21<sup>st</sup> Avenue has been removed which affords better space for sidewalk tables and an active streetscape.

- II. 1 All requested Service Bureau information has been provided as requested. Note that Transportation had requested a Loading Study, but subsequently and after discussion with them, they removed that request. If information is missing, please inform me of the specifics
- 2 - We have performed a Life Safety review with a consultant and are confident in our Code approach
- Existing condition plans and elevations are provided in the Appendix
- Mechanical equipment for living units are small units and will be screened by the parapet. This is true of the restaurant kitchen hood exhaust fan. The large restaurant hvac unit on the existing roof will be relocated to the new roof, but will be over 60' from the R3 Zone to the West. The power feed on the West end of the building will remain. New meters will be located in the Garage. There is no transformer or generator required.
- The FAR calculations are now provided on sheet C0.
- 3 - The property lines are shown, the short term bike racks are labeled, and the landscaping along the sidewalk on 21<sup>st</sup> Avenue has been eliminated.
- 4 - Long term bike parking detail is provided on Sheet C11
- 5 - There will be no change to the existing pilasters other than paint. See detail on Sheet C8
- Ground level storefronts are updated. Minor change does not affect glazing calculation.
- Gas and Electric services are now shown on South Elevation.
- Cutsheets are provided for windows and exterior light fixtures. See Sheets C8 and C11.
- Exterior cladding is all stucco so no Schedule is needed. The design for the steel balconies and cornice is shown on Sheet C9. The design of the canopy is shown on Sheet C11.
- Window and Door information is shown on Sheet C8.
- Details for major building components are provided and flagged on the exterior elevations
- Deck detail is shown on Sheet C9
- Signage details are shown on Sheet C10
- Awning detail is shown on Sheet C11



- 6
- The second floor addition was built with a parapet higher than what was previously approved. The upper part of the second floor parapet will be removed so comply with the approved height of 20'-6". See Sheet C6
  - An enlarged view of the apartment entry bay is shown on Sheet C11
  - See Sheet C8 for image of new garage door.

I have updated the documents listed below to reflect the additional information

Respectfully,



Jack Lyon, AIA  
Investment Builders

Enc: Project Summary  
Drawings C0 – C11  
Appendix APP.1 – APP.7





PROJECT TEAM

Building Owner	21 Glisan, LLC - Brad Johnston 11640 SW Jody Street, Beaverton, OR 97005
Tenant	Silver Dollar Pizza - Sam McBale 501 NW 21st, Portland OR 97210
Contractor	Investment Builders - William Bannister 3411 NE 65th, Vancouver WA 98661
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Structural Engineer	Lyver Engineering - Troy Lyver 7950 SE 106th Ave, Portland, OR 97266

ZONING SUMMARY

· Zone	CM2
· Neighborhood Contact	Not Required < 10,000 sf
· Relevant Allowed Uses	Retail, Residential
· Parking Requirement	None < 30 units
· Height Limit	45'
· Maximum FAR	2.5:1 - see Calc this sheet
· Site Area	5,000 sf
· Maximum Allowable Area	12,500 sf
· Current Building Area	5,780 sf
· TOTAL Building Area	12,404 sf
· Minimum Density	3.4 units
· Abutting Zoning	North: CM2, West: RM3
· Minimum Setbacks	North: 0', West: 10'
· Maximum Lot Coverage	100% - Inner Pattern Area
· Landscape Percentage	100% Site Coverage
· Outdoor Area	36 sf / unit
· Façade Articulation	Required
· Window Standards	Required

DRAWING INDEX

C0	COVER SHEET
C1	SITE PLAN, FIRST FLOOR PLAN
C2	SECOND FLOOR PLAN
C3	THIRD FLOOR PLAN
C4	ROOF PLAN
C5	EAST ELEVATION
C6	SOUTH ELEVATION
C7	SITE UTILITY PLAN
APP.1	RENDERING
APP.2	SIGHTLINE STUDY
APP.3	CONTEXT PLAN
APP.4	NEIGHBORHOOD PHOTOS
APP.5	NEIGHBORHOOD PHOTOS
APP.6	EXISTING FLOOR PLAN
APP.7	EXISTING ELEVATIONS

FAR CALCULATION

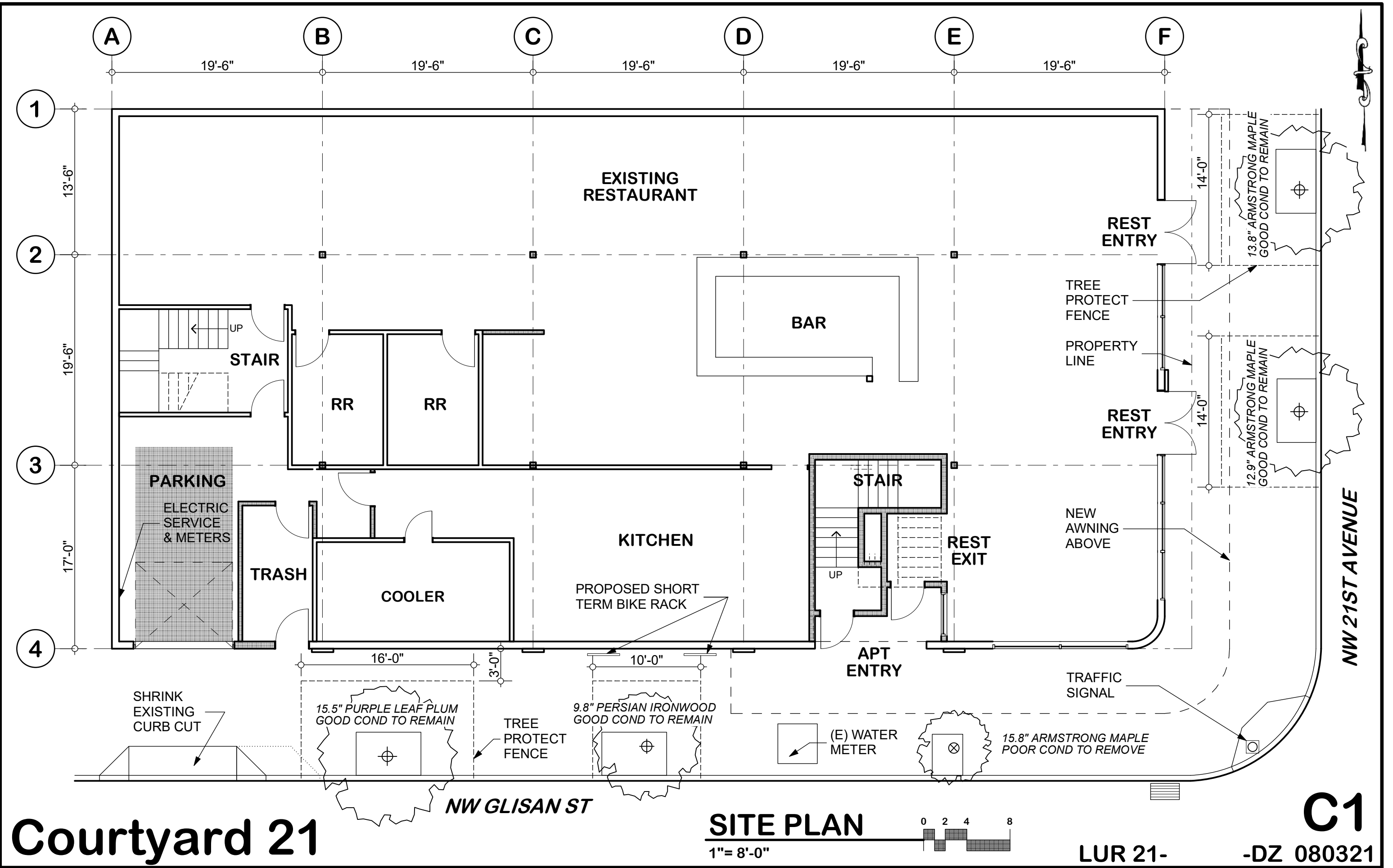
FIRST FLOOR - EXISTING	4,875
SECOND FLOOR - EXISTING	905
SECOND FLOOR - NEW	3,312
THIRD FLOOR - NEW	3,312
TOTAL	12,404



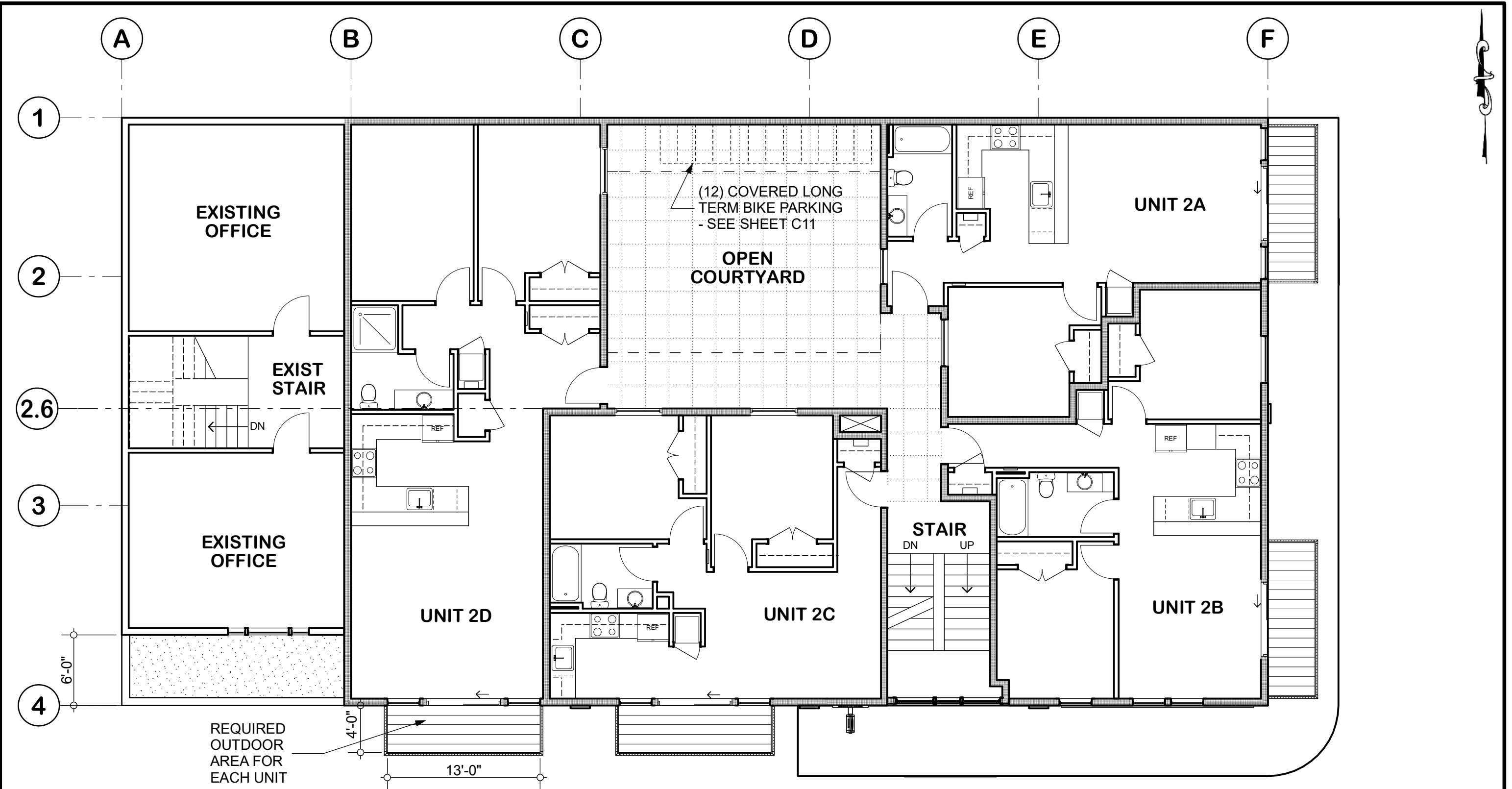
Courtyard 21

C0  
LUR 21- -DZ 080321





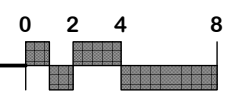




# Courtyard 21

## SECOND FLOOR

1"= 8'-0"



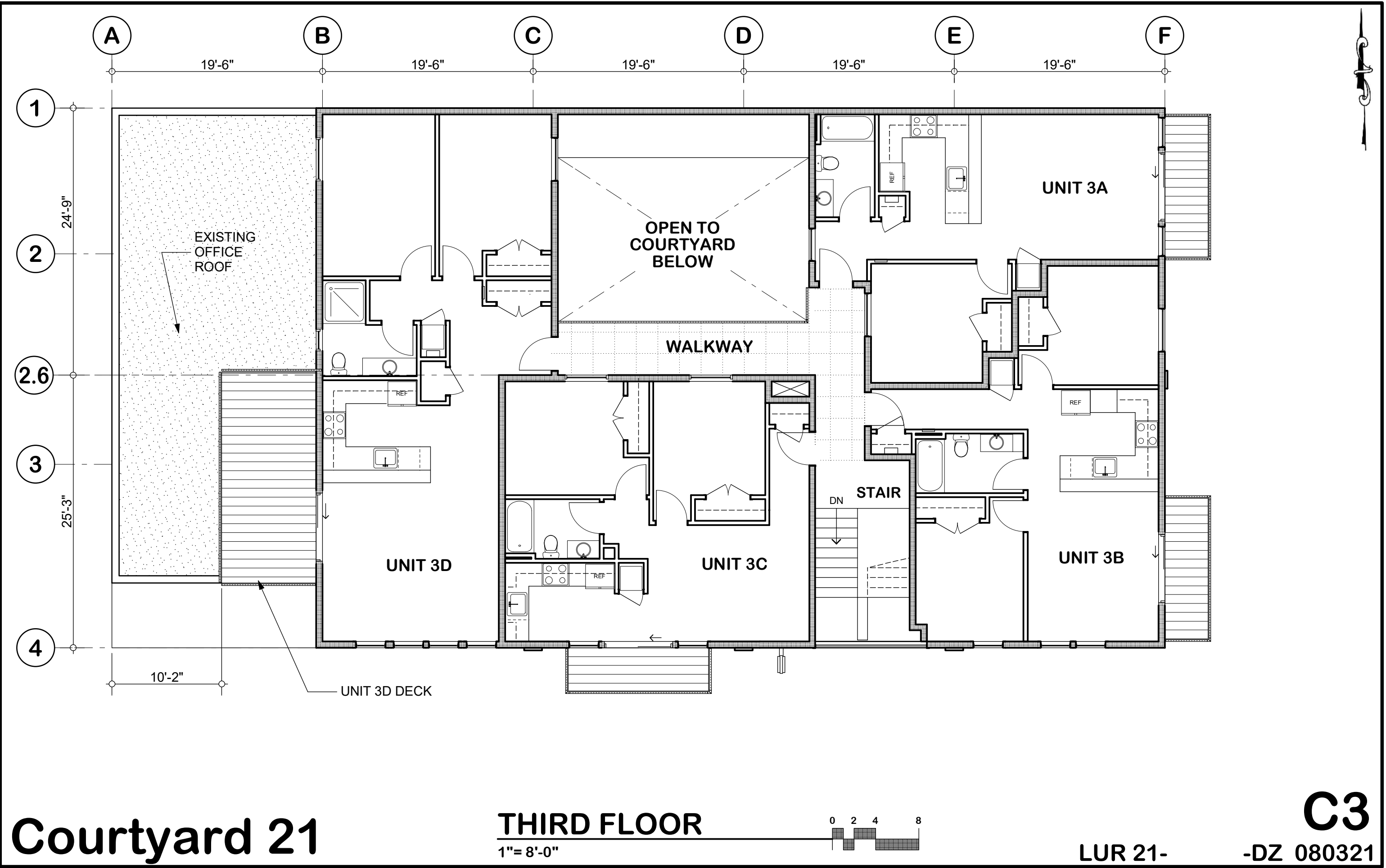
# C2

LUR 21-

-DZ 080321

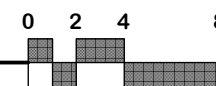
LU 21-076261 HR, Exhibit A10





Courtyard 21

THIRD FLOOR  
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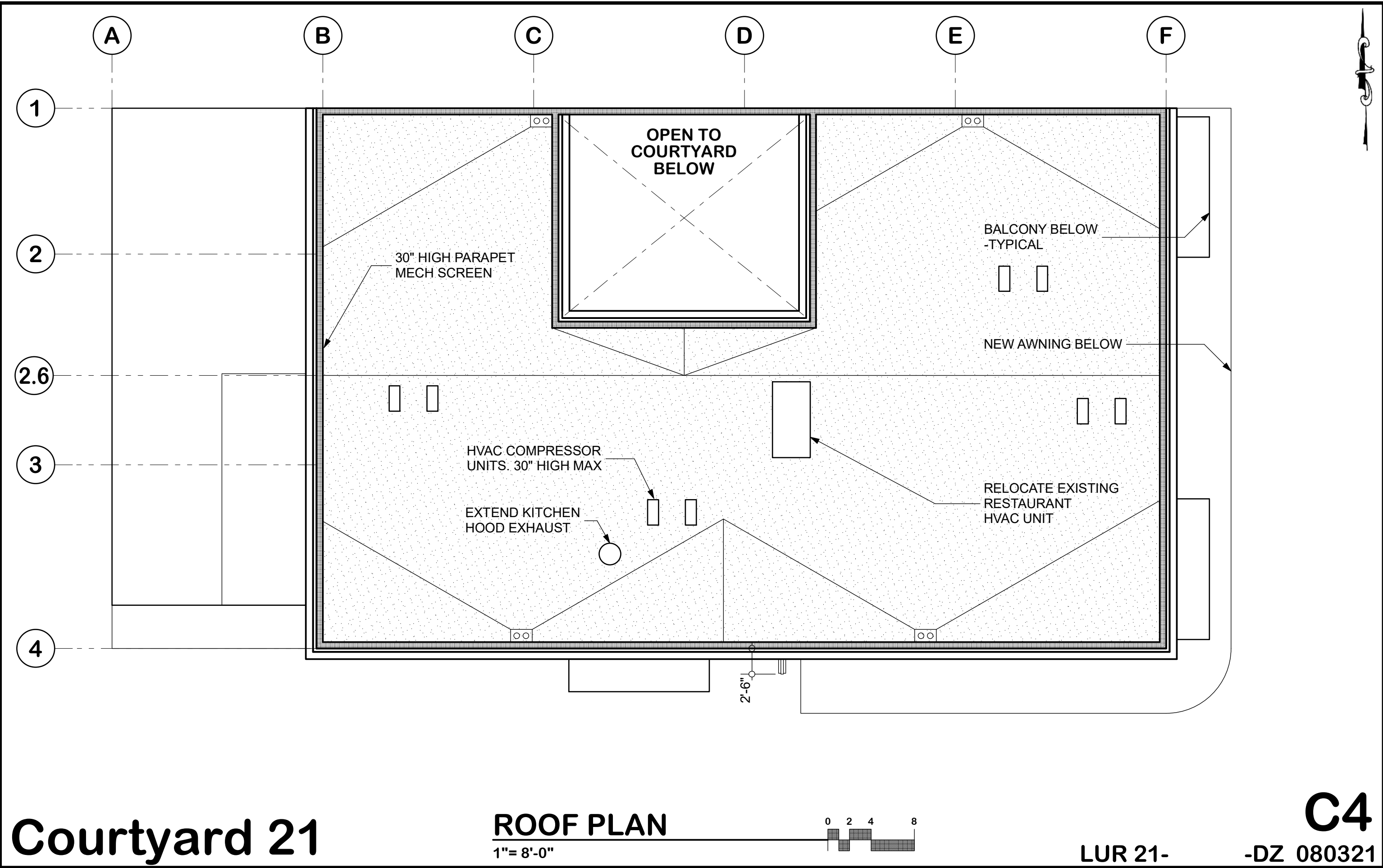


LUR 21-

C3  
-DZ 080321

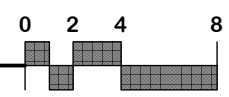
LU 21-076261 HR, Exhibit A10





Courtyard 21

ROOF PLAN  
1"= 8'-0"



**C4**  
LUR 21- -DZ 080321

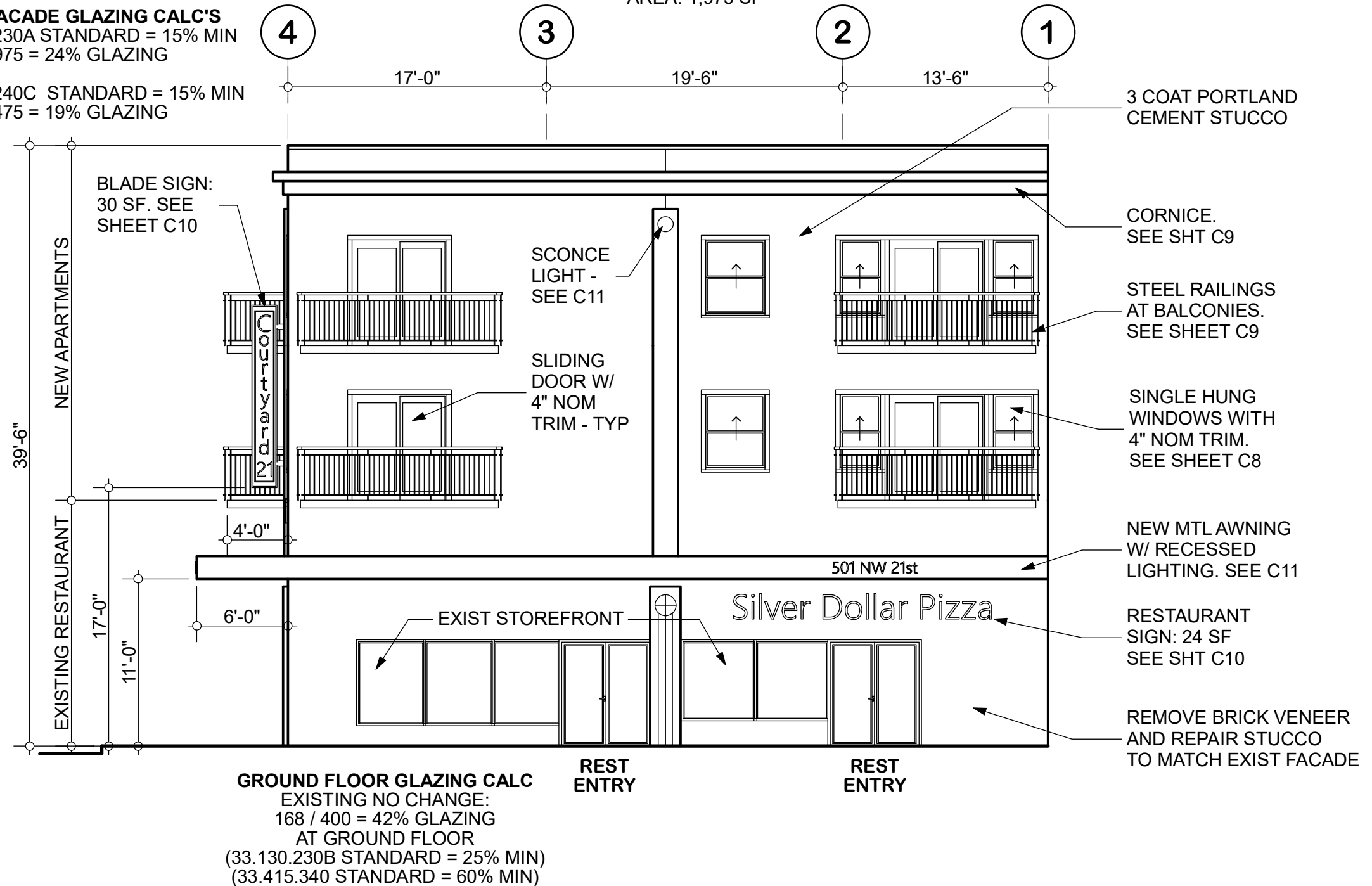
LU 21-076261 HR, Exhibit A10



**EAST FACADE GLAZING CALC'S**  
 33.130.230A STANDARD = 15% MIN  
 470 / 1,975 = 24% GLAZING

33.562.240C STANDARD = 15% MIN  
 274 / 1,475 = 19% GLAZING

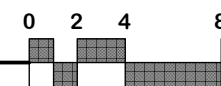
**PRIMARY FACADE**  
 HEIGHT: 39'-6"  
 AREA: 1,975 SF



# Courtyard 21

## EAST ELEVATION

1" = 8'-0"



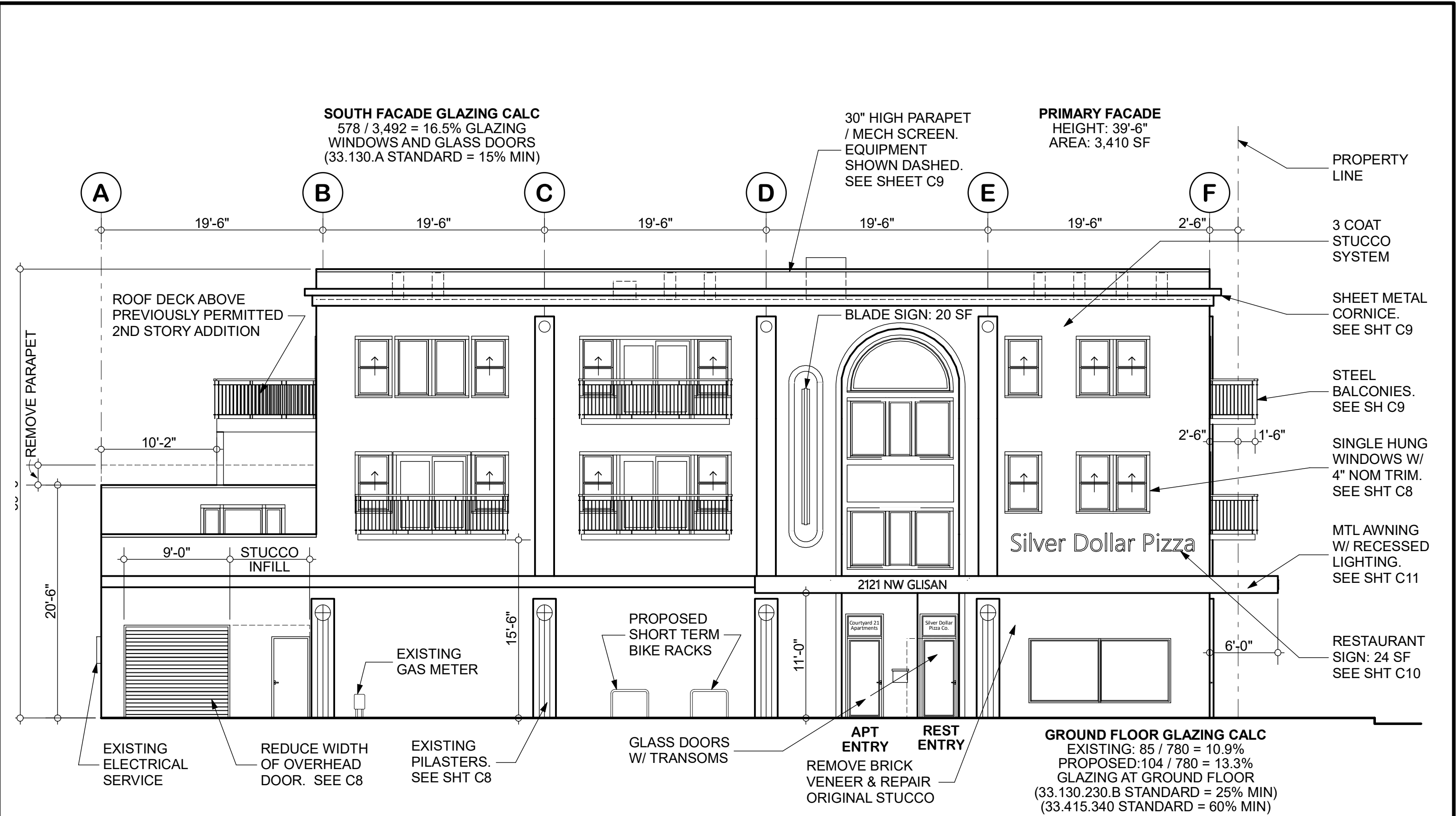
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LUR 21-

-DZ 080321

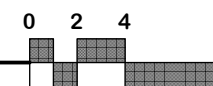
LU 21-076261 HR, Exhibit A10





Courtyard 21

**SOUTH ELEVATION**  
1"= 8'-0"



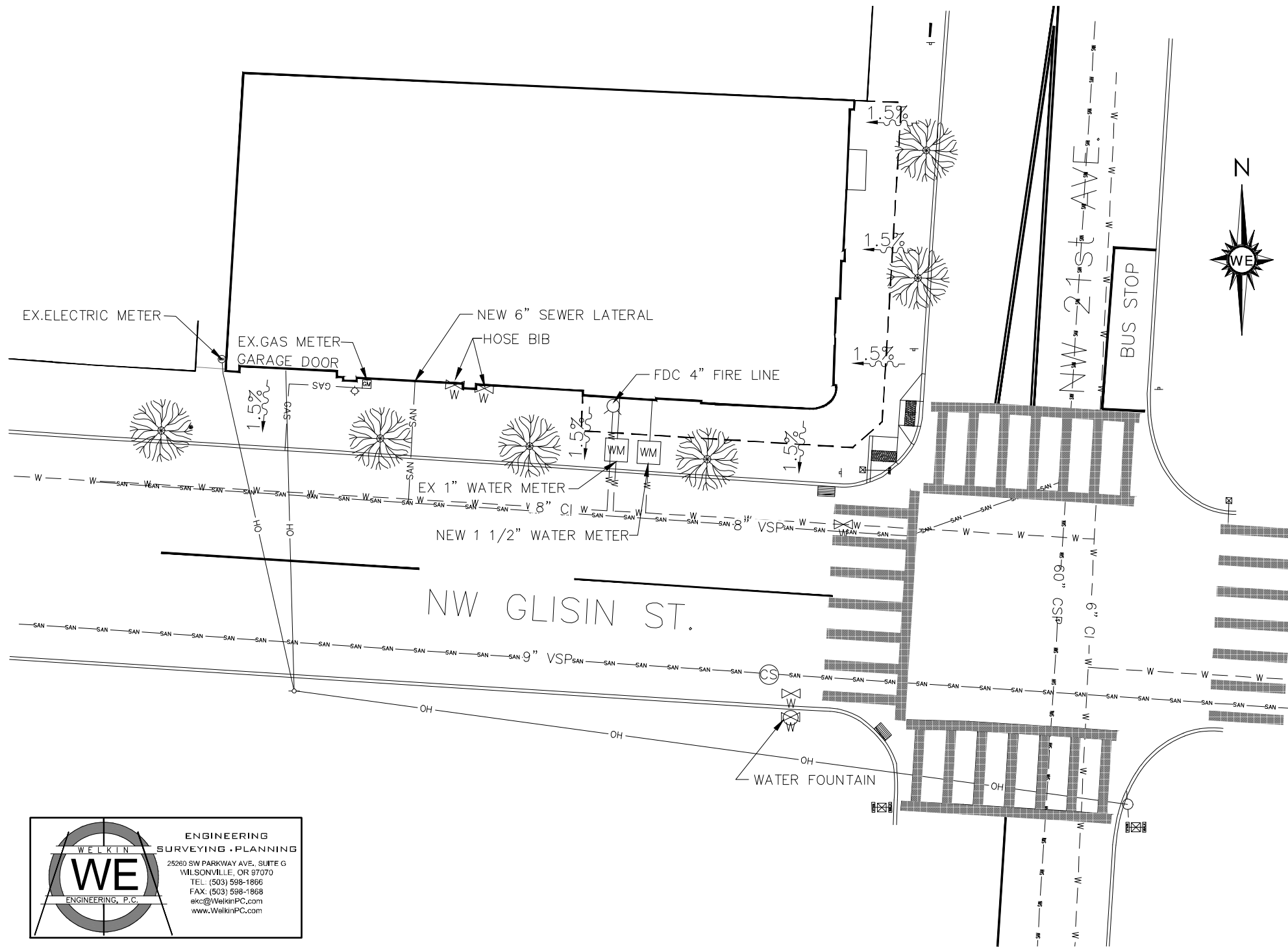
**C6**

LUR 21-

-DZ 080321

LU 21-076261 HR, Exhibit A10





**ENGINEERING  
SURVEYING . PLANNING**

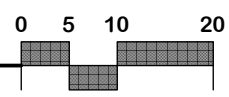
25260 SW PARKWAY AVE., SUITE G  
WILSONVILLE, OR 97070

TEL: (503) 598-1866  
FAX: (503) 598-1868  
ewc@WelkinPC.com  
www.WelkinPC.com

# Courtyard 21

## SITE UTILITIES PLAN

1"= 20'-0"



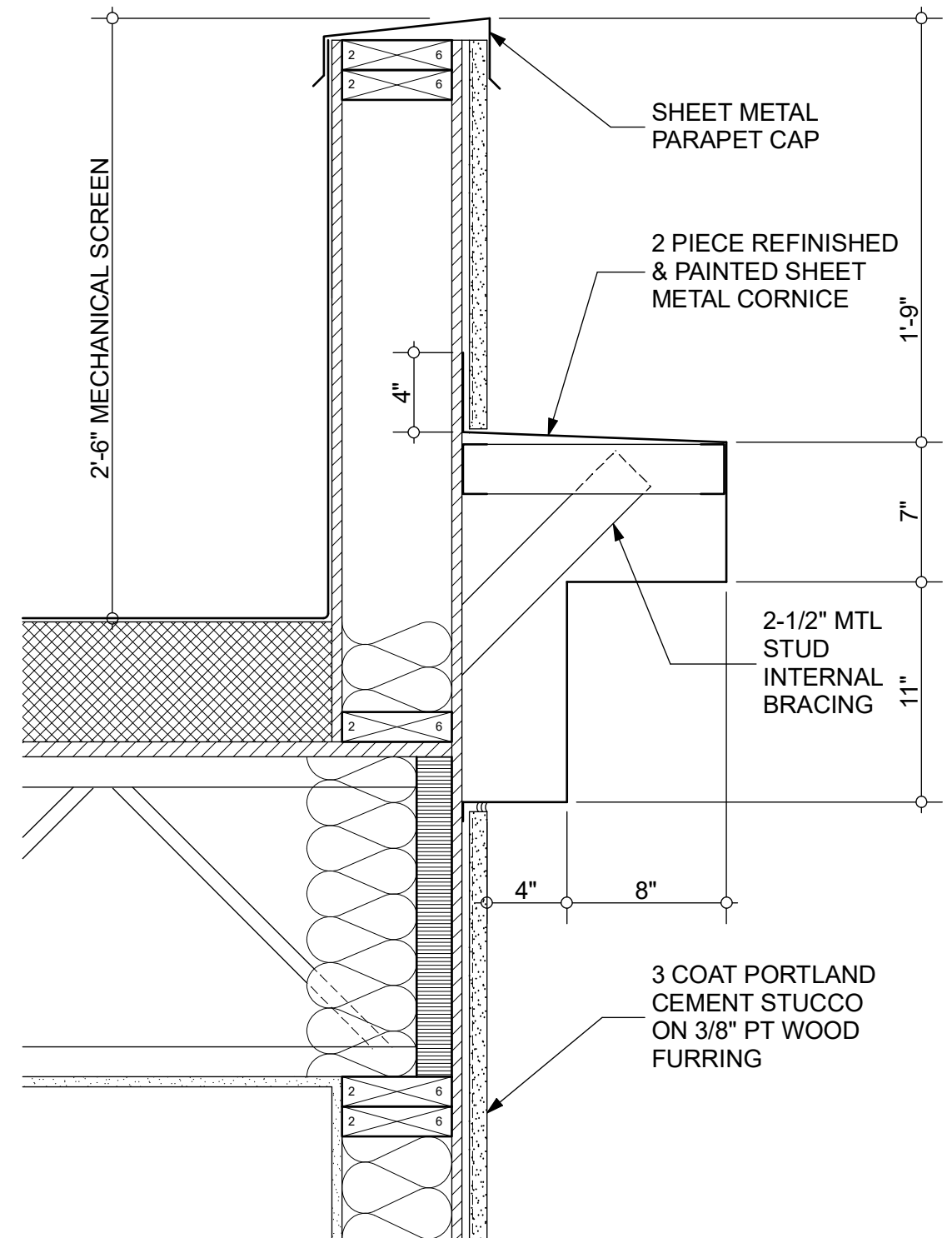
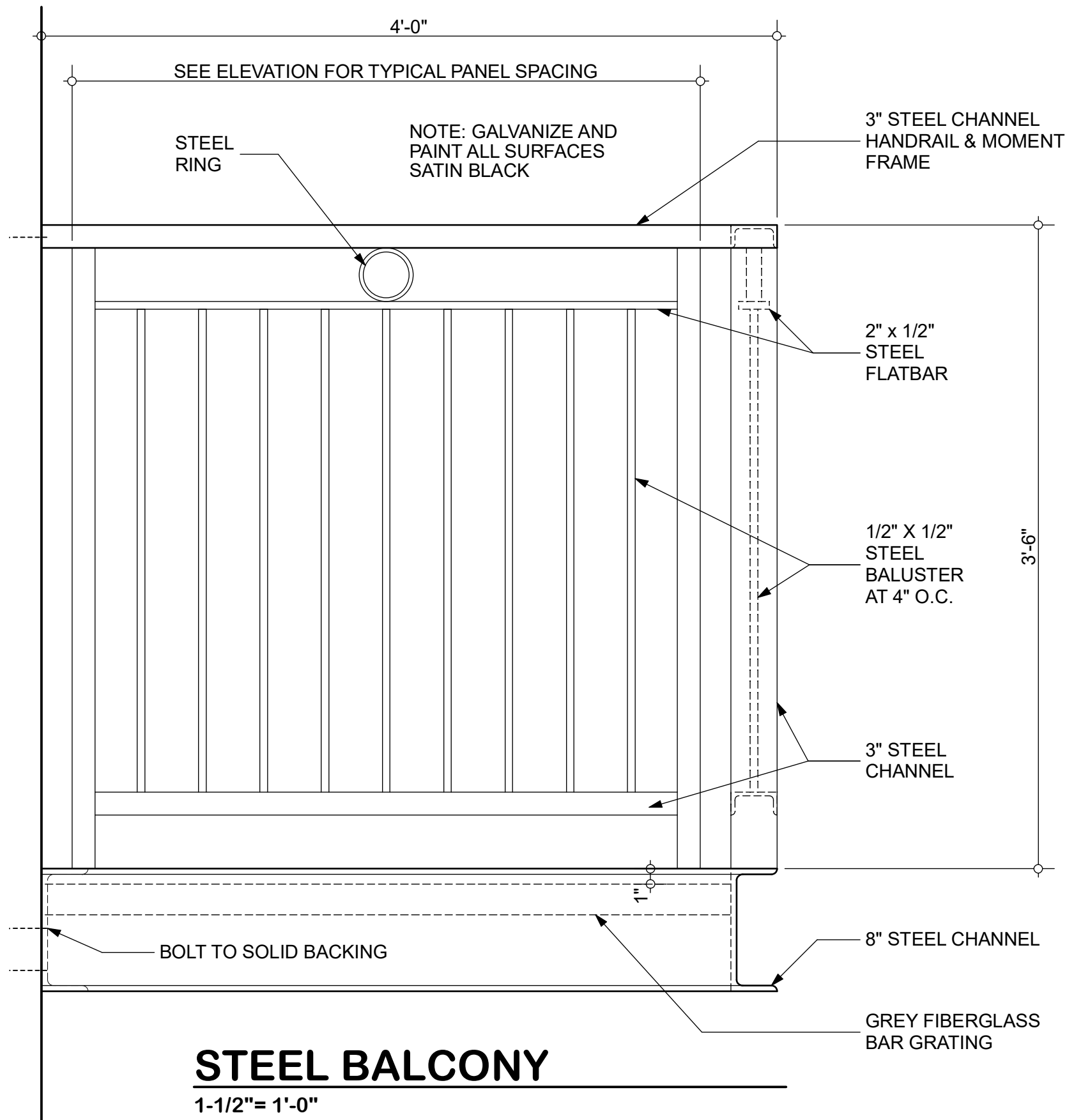
**C7**

LUR 21-      -DZ 080321









**Courtyard 21**

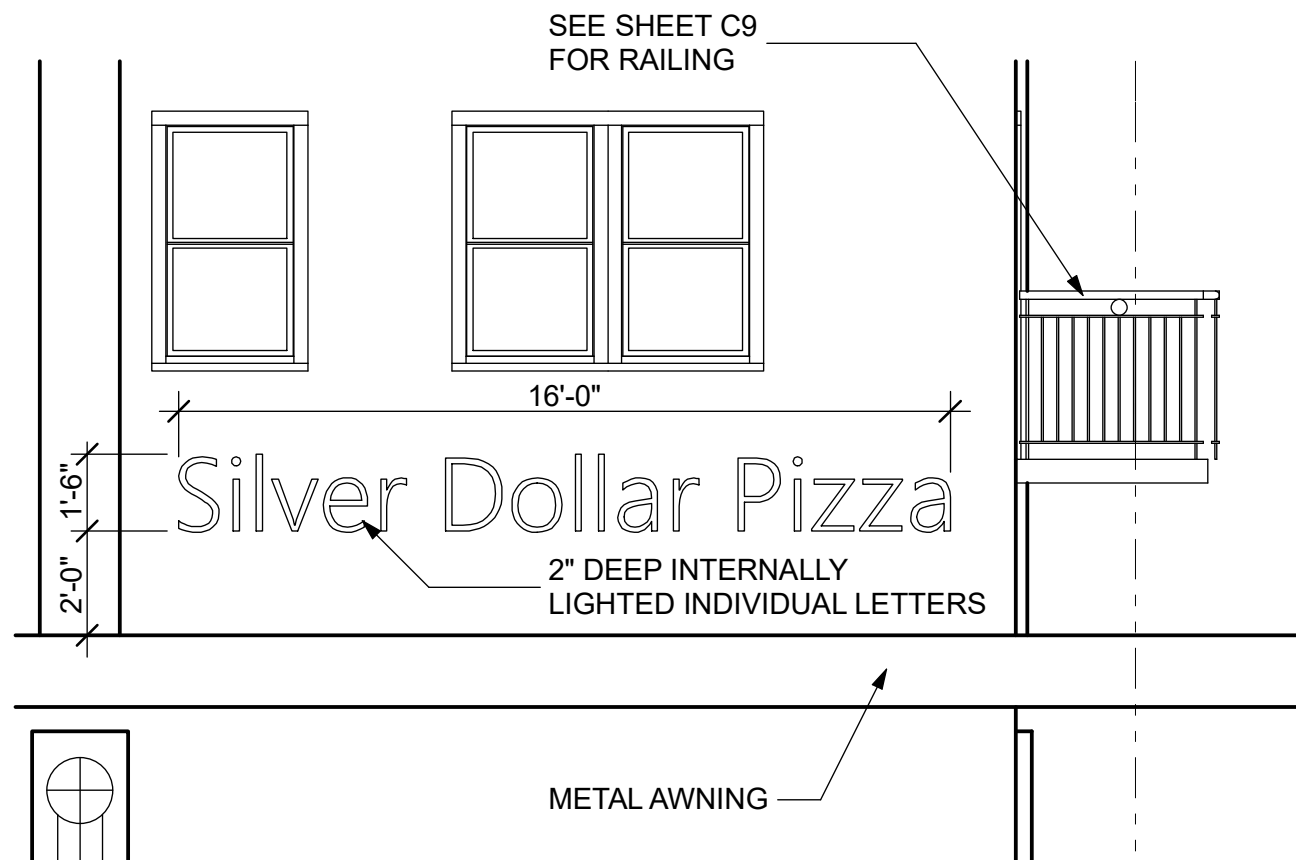
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LUR 21-

-DZ 080321

LU 21-076261 HR, Exhibit A10

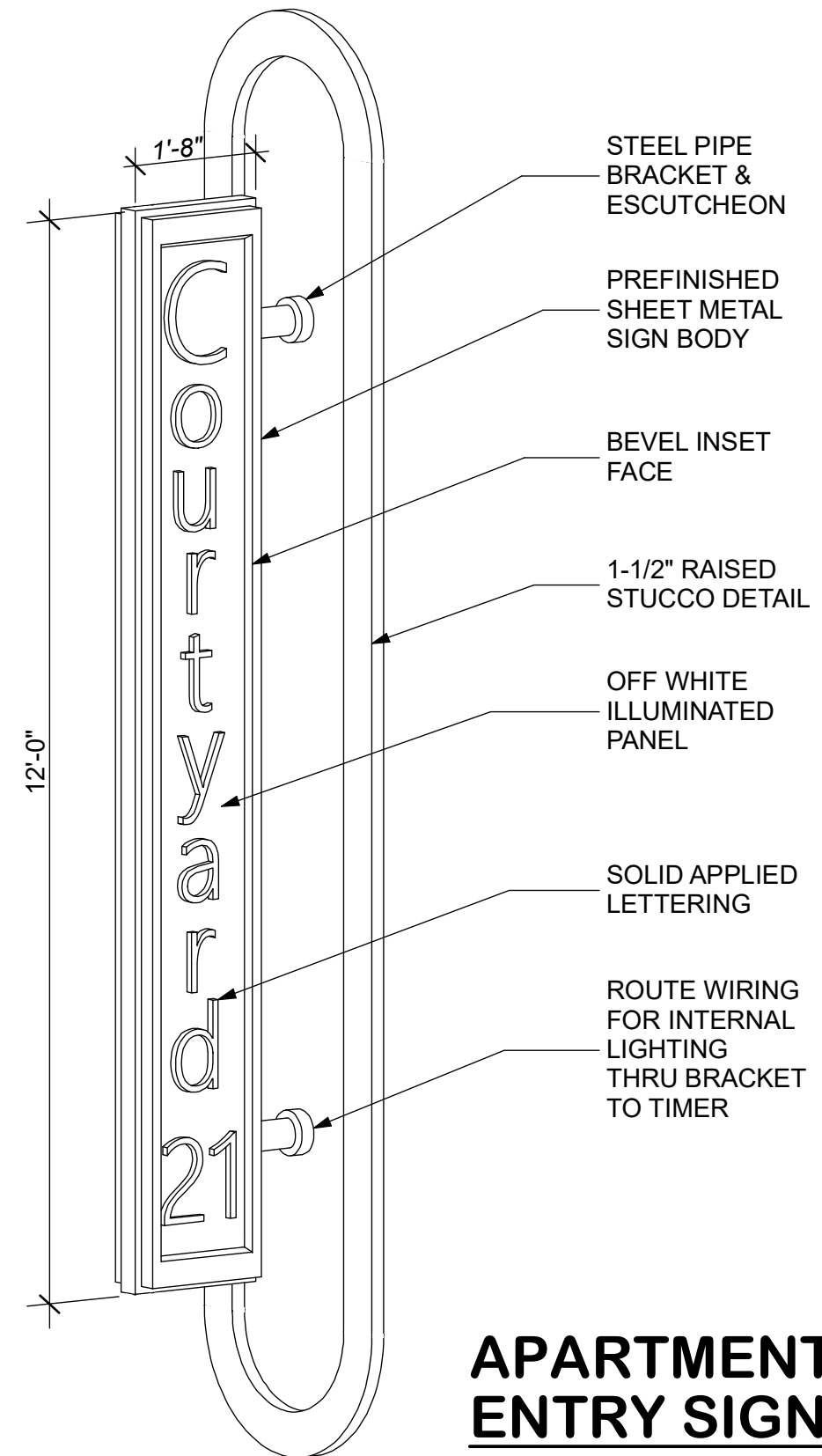




## RESTAURANT SIGN - TYP OF (2)

1/4" = 1'-0"

# Courtyard 21



## APARTMENT ENTRY SIGN

NO SCALE

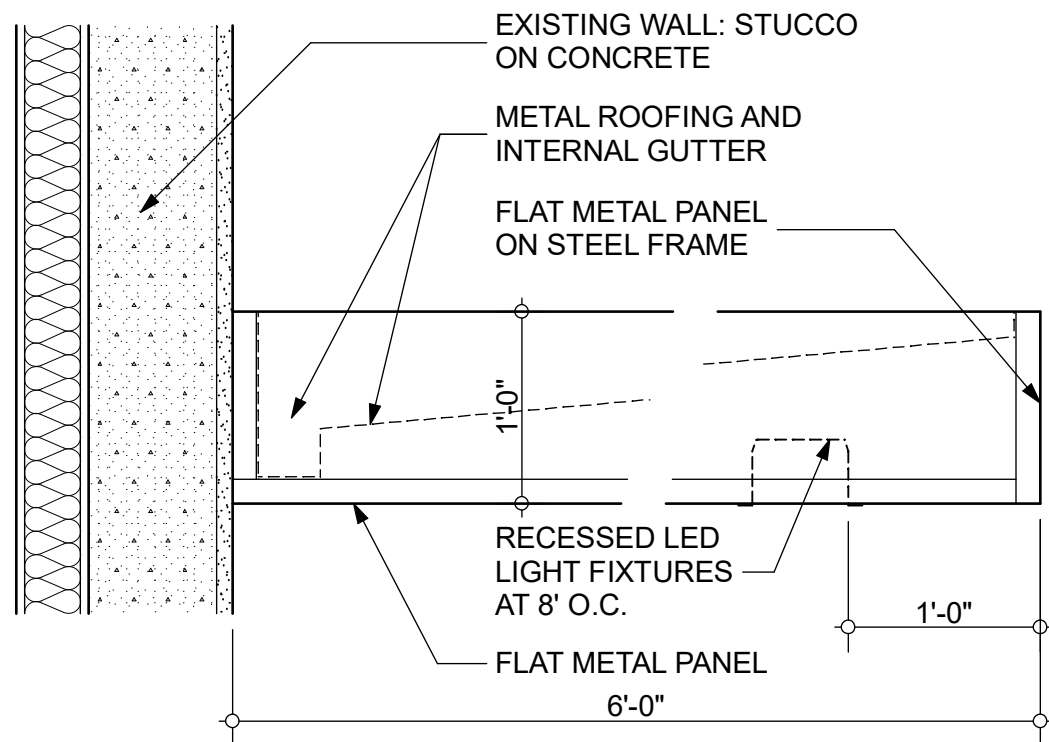
# C10

LUR 21-

-DZ 080321

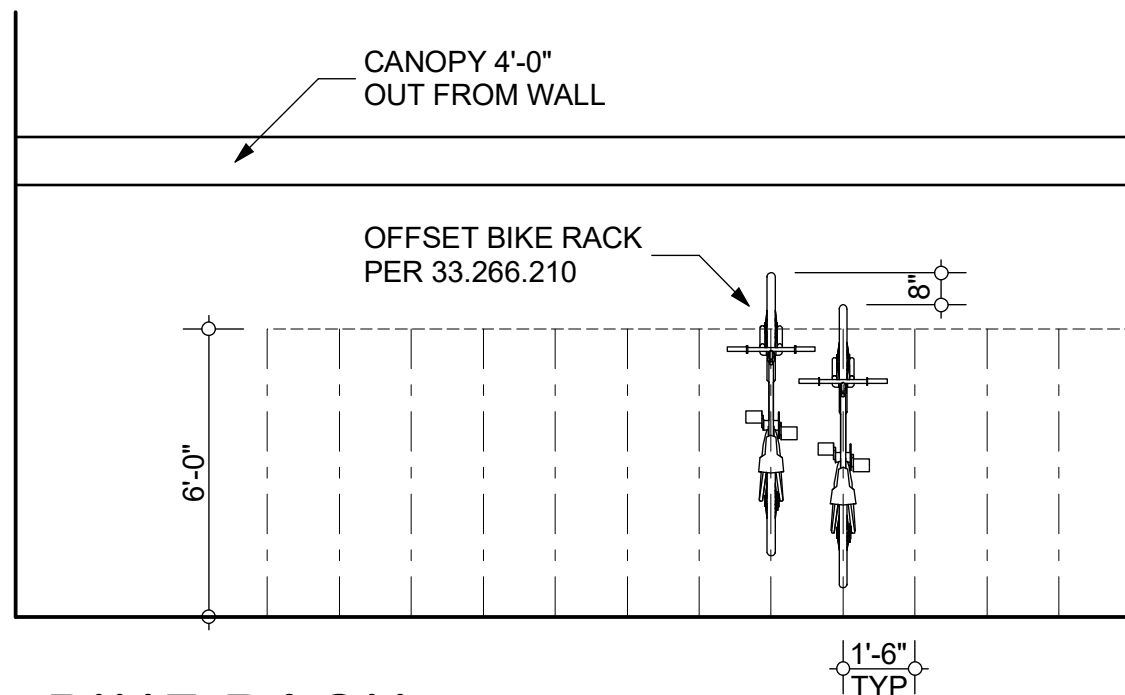
LU 21-076261 HR, Exhibit A10





## CANOPY

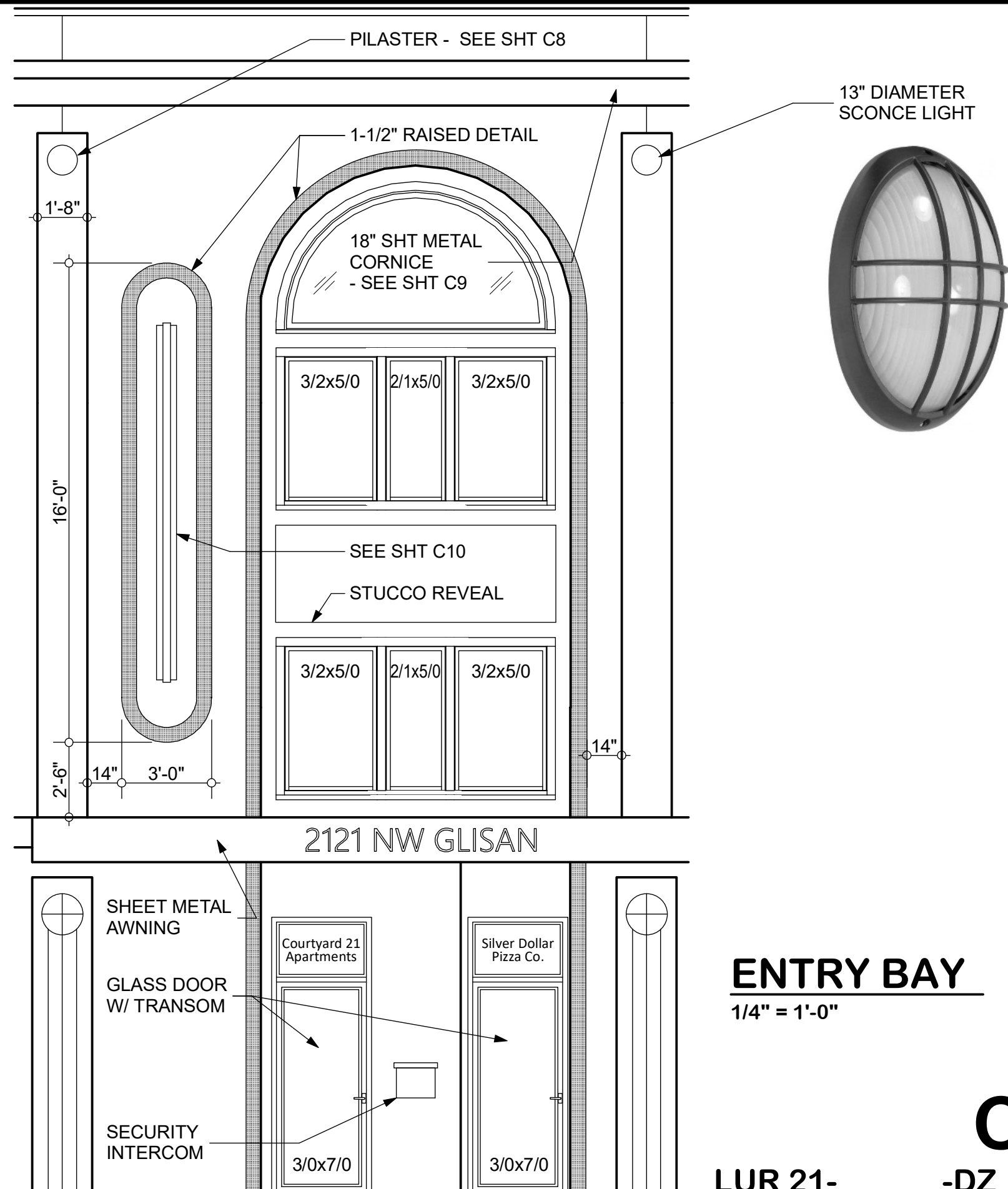
1 = 1'-0"



## BIKE RACK

1/4" = 1'-0"

# Courtyard 21



## ENTRY BAY

1/4" = 1'-0"

C11

LUR 21-

-DZ 080321

LU 21-076261 HR, Exhibit A10





**Courtyard 21**

**SOUTHWEST PERSPECTIVE**

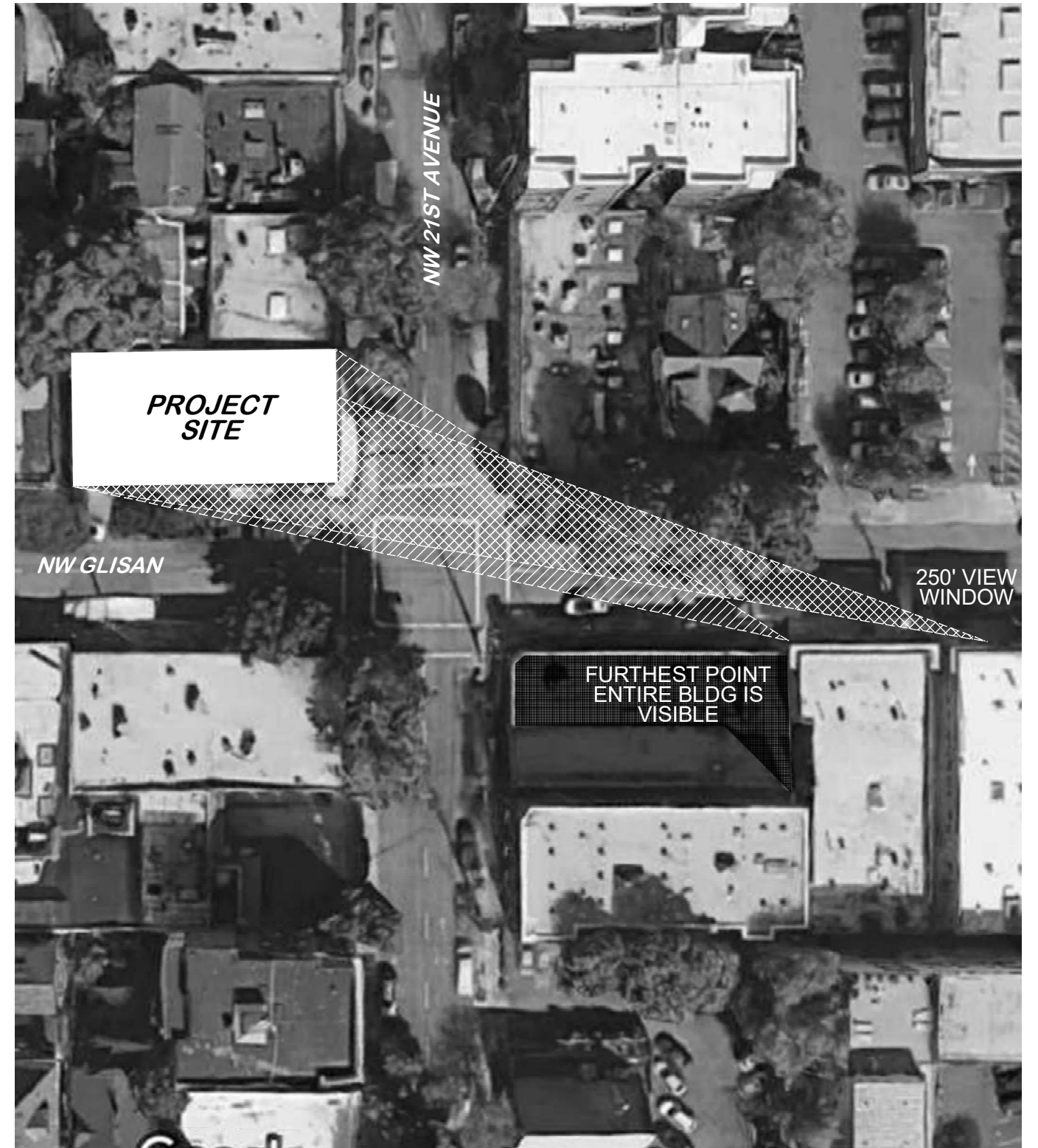
**APP.1**

LUR 21-

-DZ 080321

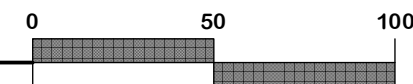
LU 21-076261 HR, Exhibit A11





# Courtyard 21

## SIGHTLINE STUDY



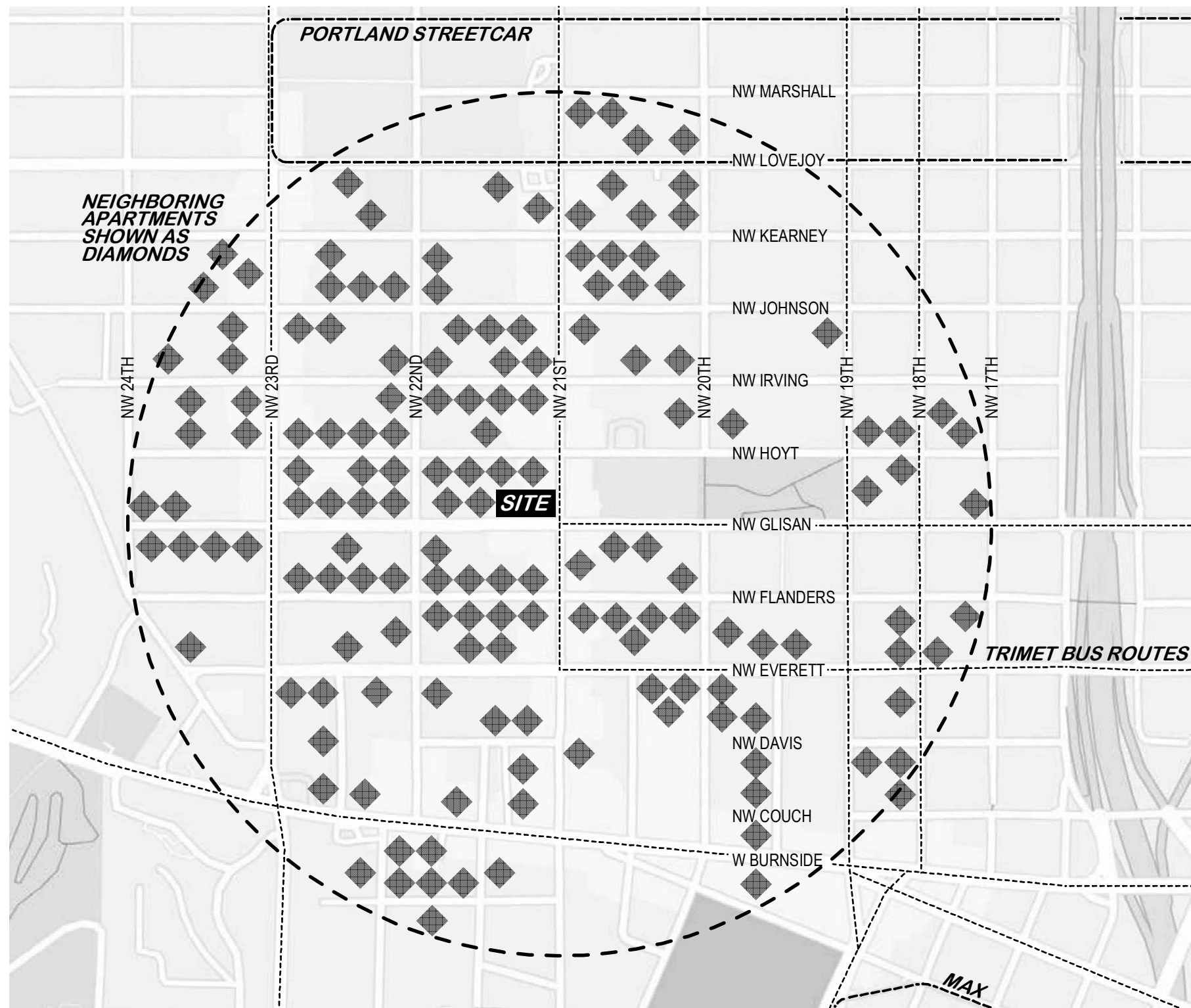
**APP.2**

LUR 21-

-DZ 080321

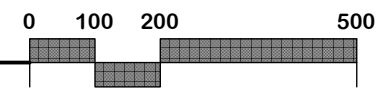
LU 21-076261 HR, Exhibit A11





# Courtyard 21

## CONTEXT STUDY



**APP.3**

LUR 21-

-DZ 080321

LU 21-076261 HR, Exhibit A11





**GANGED WINDOW  
COMBINATIONS**



**ARCHED ENTRIES  
RECESSED DOORS**



**ORNAMENTAL  
STEEL BALCONIES**

**Courtyard 21**

**NEIGHBORHOOD PHOTOGRAPHS**

**APP.4**

**LUR 21-**

**-DZ 080321**

LU 21-076261 HR, Exhibit A11





PROMINENT ALPHABET DISTRICT MID-BLOCK BLADE SIGNS

Courtyard 21

NEIGHBORHOOD PHOTOGRAPHS

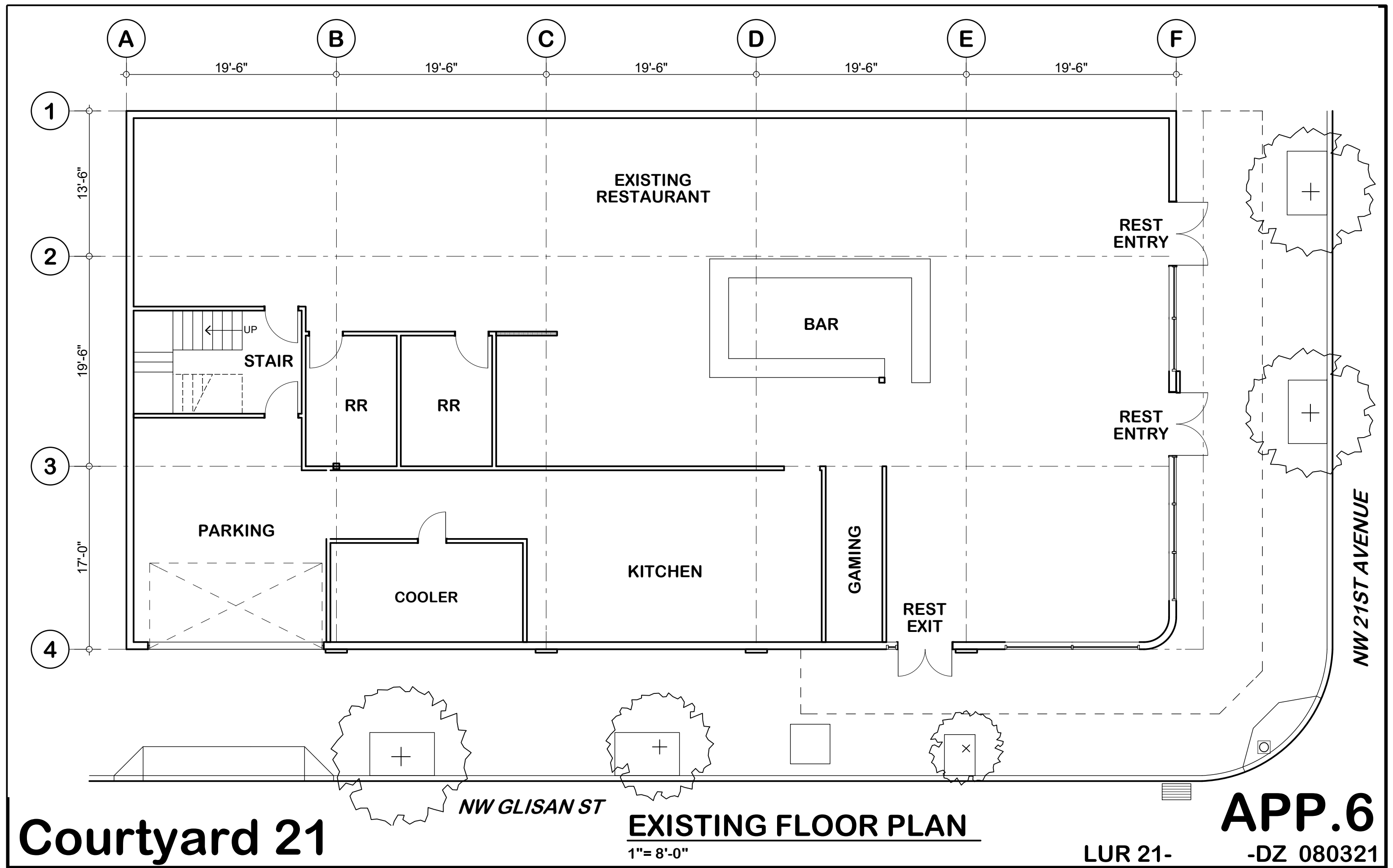
APP.5

LUR 21-

-DZ 080321

LU 21-076261 HR, Exhibit A11





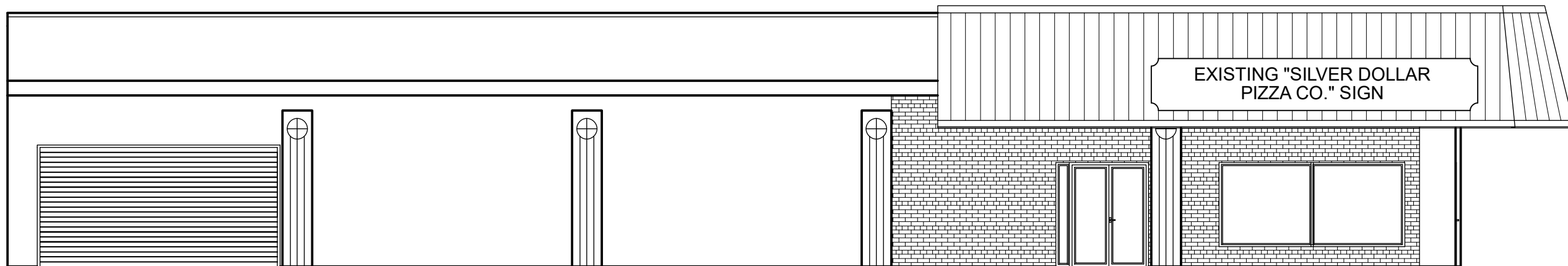
**Courtyard 21**

**EXISTING FLOOR PLAN**  
1"= 8'-0"

**APP.6**  
LUR 21- -DZ 080321

LU 21-076261 HR, Exhibit A11





## EXISTING SOUTH ELEVATION

1"= 8'-0"



## EXISTING EAST ELEVATION

1"= 8'-0"

**Courtyard 21**

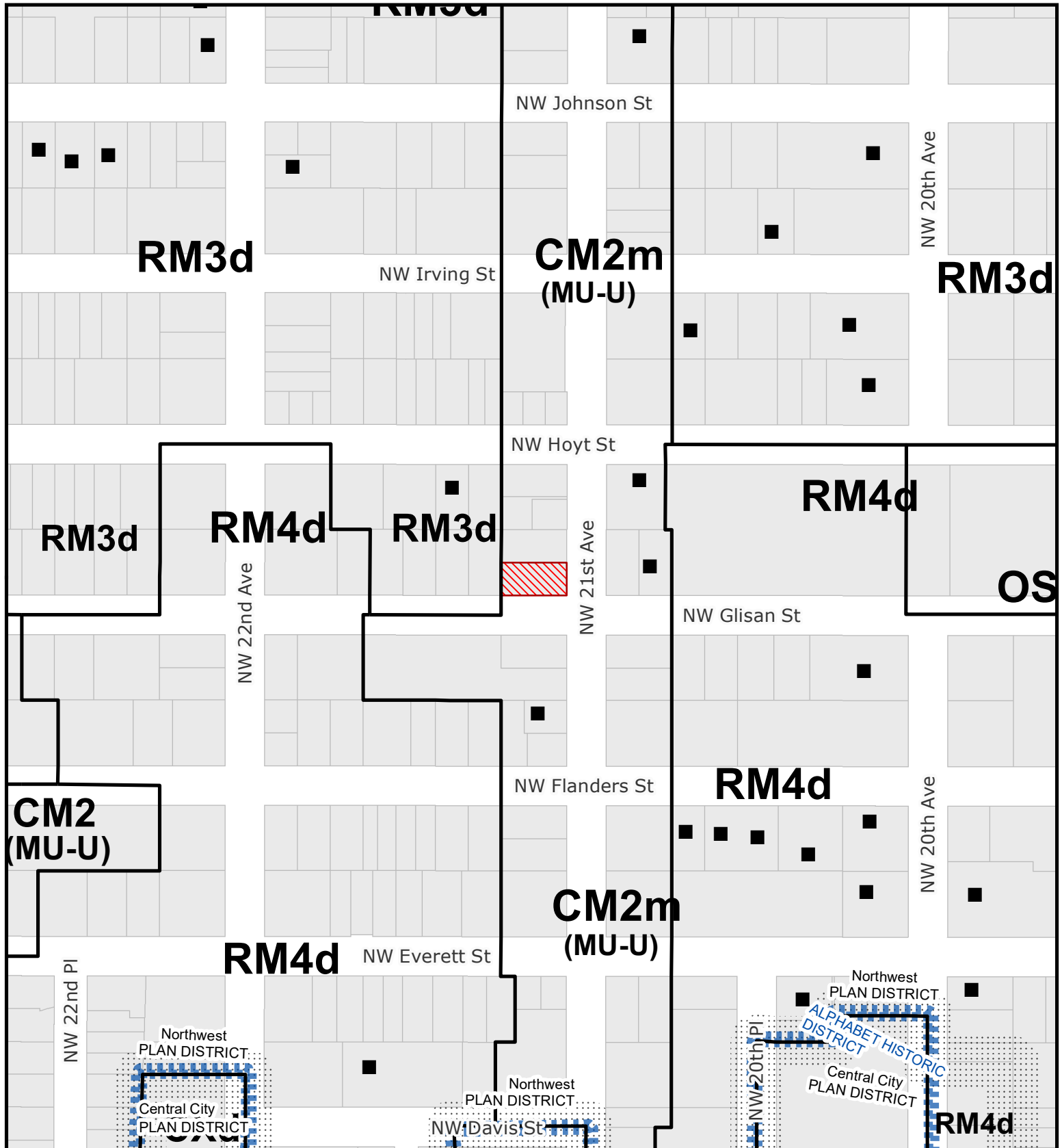
**APP.7**

LUR 21-

-DZ 080321

LU 21-076261 HR, Exhibit A11





# ZONING



Site



Historic Landmark

For Zoning Code in effect Post August 1, 2021

NORTHWEST PLAN DISTRICT  
ALPHABET HISTORIC DISTRICT

File No.	LU 21 - 076261 HR
1/4 Section	3027
Scale	1 inch = 200 feet
State ID	1N1E33CA 400
Exhibit	B Aug 11, 2021

LU 21-076261 HR, Exhibit B1



PROJECT TEAM

Building Owner	21 Glisan, LLC - Brad Johnston 11640 SW Jody Street, Beaverton, OR 97005
Tenant	Silver Dollar Pizza - Sam McBale 501 NW 21st, Portland OR 97210
Contractor	Investment Builders - William Bannister 3411 NE 65th, Vancouver WA 98661
Architect / Applicant	Jack Lyon (503) 805-1818 3411 NE 65th, Vancouver WA 98661
Civil Engineer	Welkin Engineering - Ed Christiansen 25260 SW Parkway, Ste G, Wilsonville, OR 97070
Structural Engineer	Lyver Engineering - Troy Lyver 7950 SE 106th Ave, Portland, OR 97266

ZONING SUMMARY

Zone	CM2
Neighborhood Contact	Not Required < 10,000 sf
Relevant Allowed Uses	Retail, Residential
Parking Requirement	None < 30 units
Height Limit	45'
Maximum FAR	2.5:1 - see Calc this sheet
Site Area	5,000 sf
Maximum Allowable Area	12,500 sf
Current Building Area	5,780 sf
TOTAL Building Area	12,404 sf
Minimum Density	3.4 units
Abutting Zoning	North: CM2, West: RM3
Minimum Setbacks	North: 0', West: 10'
Maximum Lot Coverage	100% - Inner Pattern Area
Landscape Percentage	2.5% (97.5% Site Coverage)
Outdoor Area	36 sf / unit
Facade Articulation	Required
Window Standards	Required


DRAWING INDEX

C0	COVER SHEET
C1	SITE PLAN, FIRST FLOOR PLAN
C2	SECOND FLOOR PLAN
C3	THIRD FLOOR PLAN
C4	ROOF PLAN
C5	EAST ELEVATION
C5.1	WEST ELEVATION
C6	SOUTH ELEVATION
C6.1	NORTH ELEVATION
C7	SITE UTILITY PLAN
C8	WINDOWS
C8.1	STOREFRONT & STUCCO
C9	CORNICE & BALCONIES
C10	SIGNS
C11	ENTRY BAY
C11.1	CANOPIES & PILASTERS
APP.1	RENDERING
APP.2	SIGHTLINE STUDY
APP.3	CONTEXT PLAN
APP.4	NEIGHBORHOOD PHOTOS
APP.5	NEIGHBORHOOD PHOTOS
APP.6	EXISTING FLOOR PLAN
APP.7	EXISTING ELEVATIONS

FAR CALCULATION

FIRST FLOOR - EXISTING	4,873
SECOND FLOOR - EXISTING	832
SECOND FLOOR - NEW	3,339
THIRD FLOOR - NEW	3,339
TOTAL	12,383

\*Approved by  
City of Portland  
Bureau of Development Services

Planner   
Date 3/14/22

\* This approval applies only to the reviews requested and is subject to all conditions of approval. Additional zoning requirements may apply.

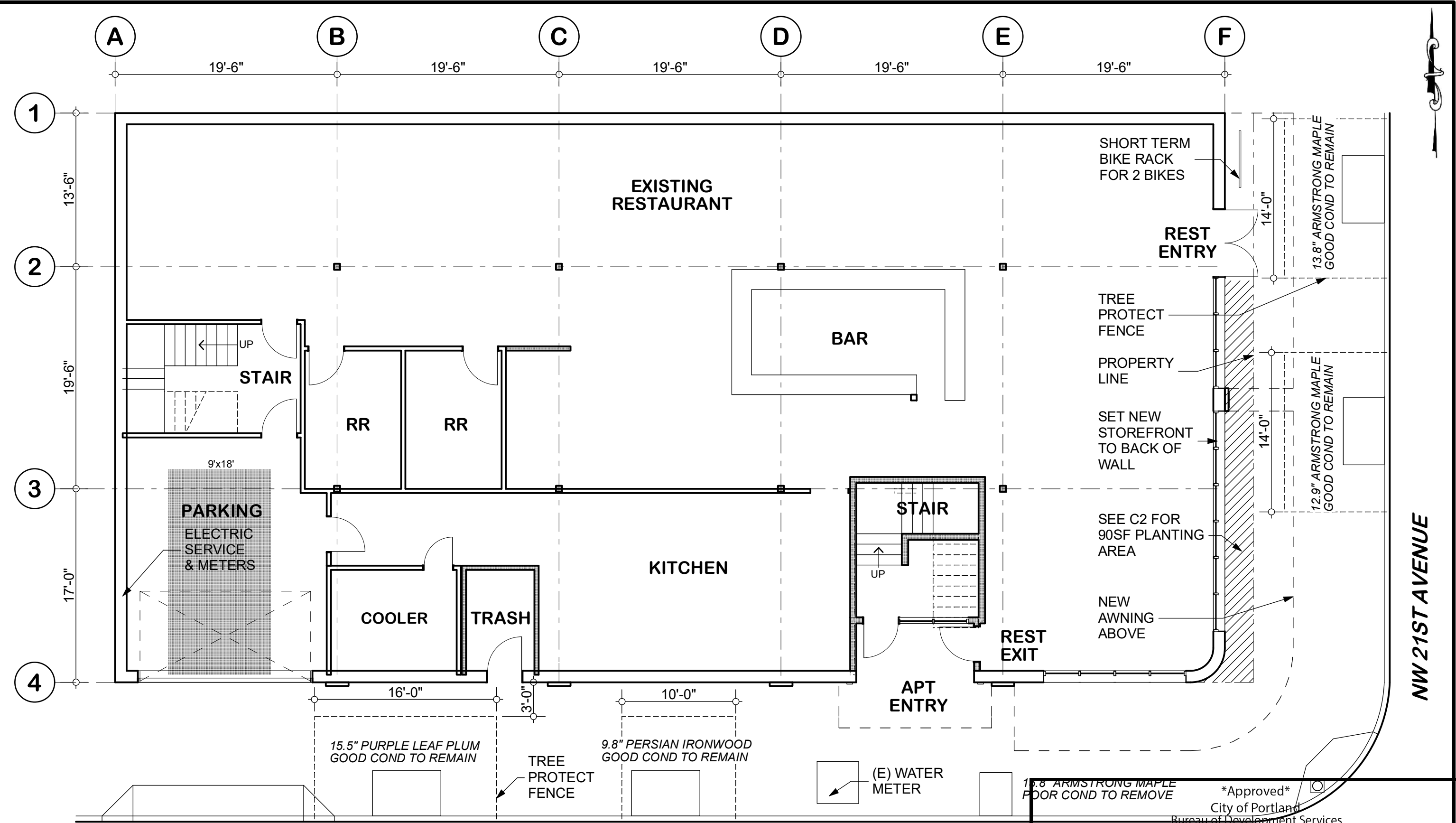
C0

LUR 21-076261 DZ 030322

Courtyard 21





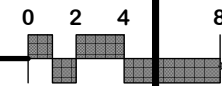


# Courtyard 21

NW GLISAN ST

## SITE PLAN

1" = 8'-0"



Planner *[Signature]*

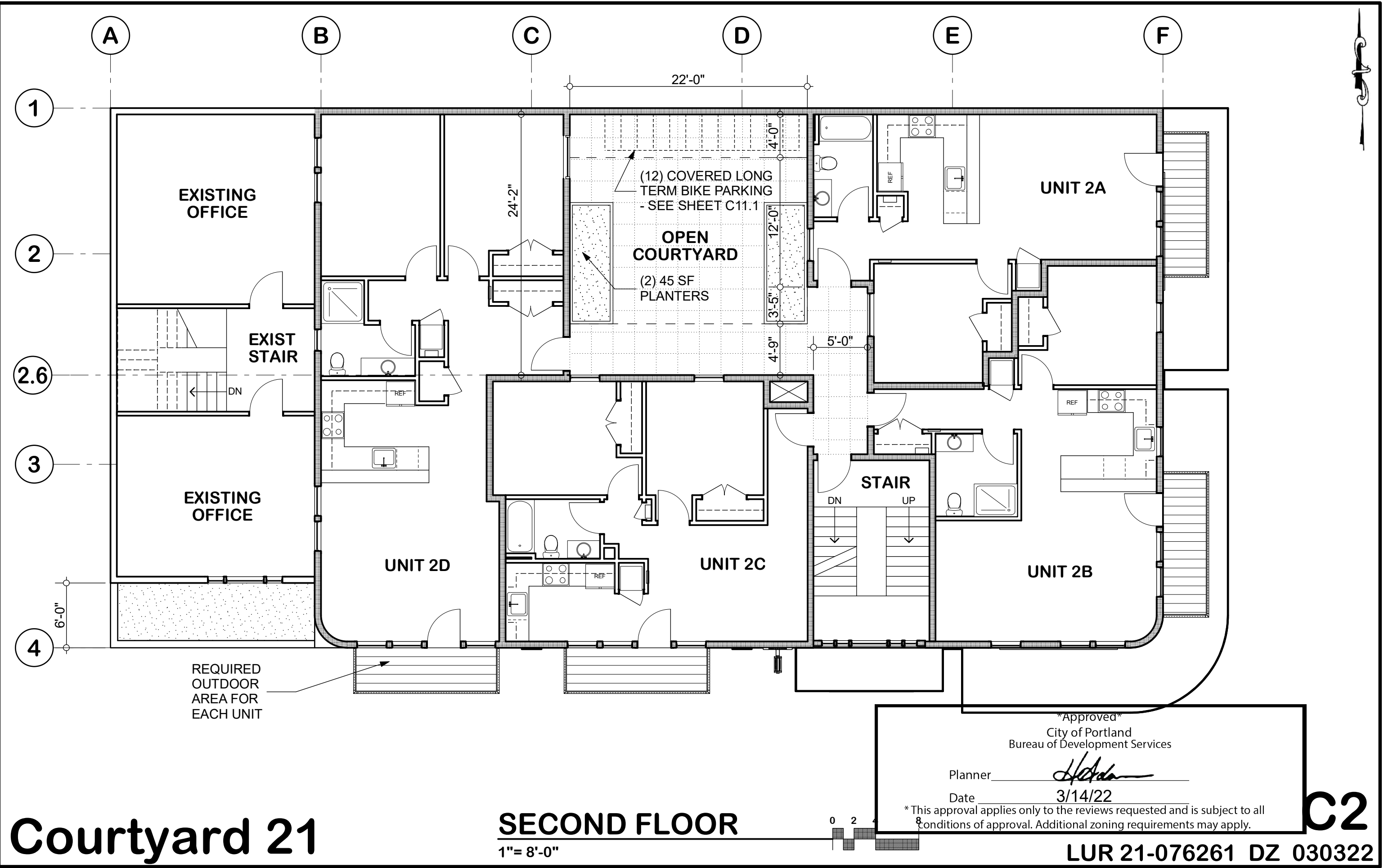
Date 3/14/22

\*This approval applies only to the use requested and is subject to all conditions of approval. Additional zoning requirements may apply.

\*Approved\*  
City of Portland  
Bureau of Development Services

# C1

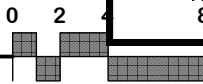




# Courtyard 21

## SECOND FLOOR

1"= 8'-0"

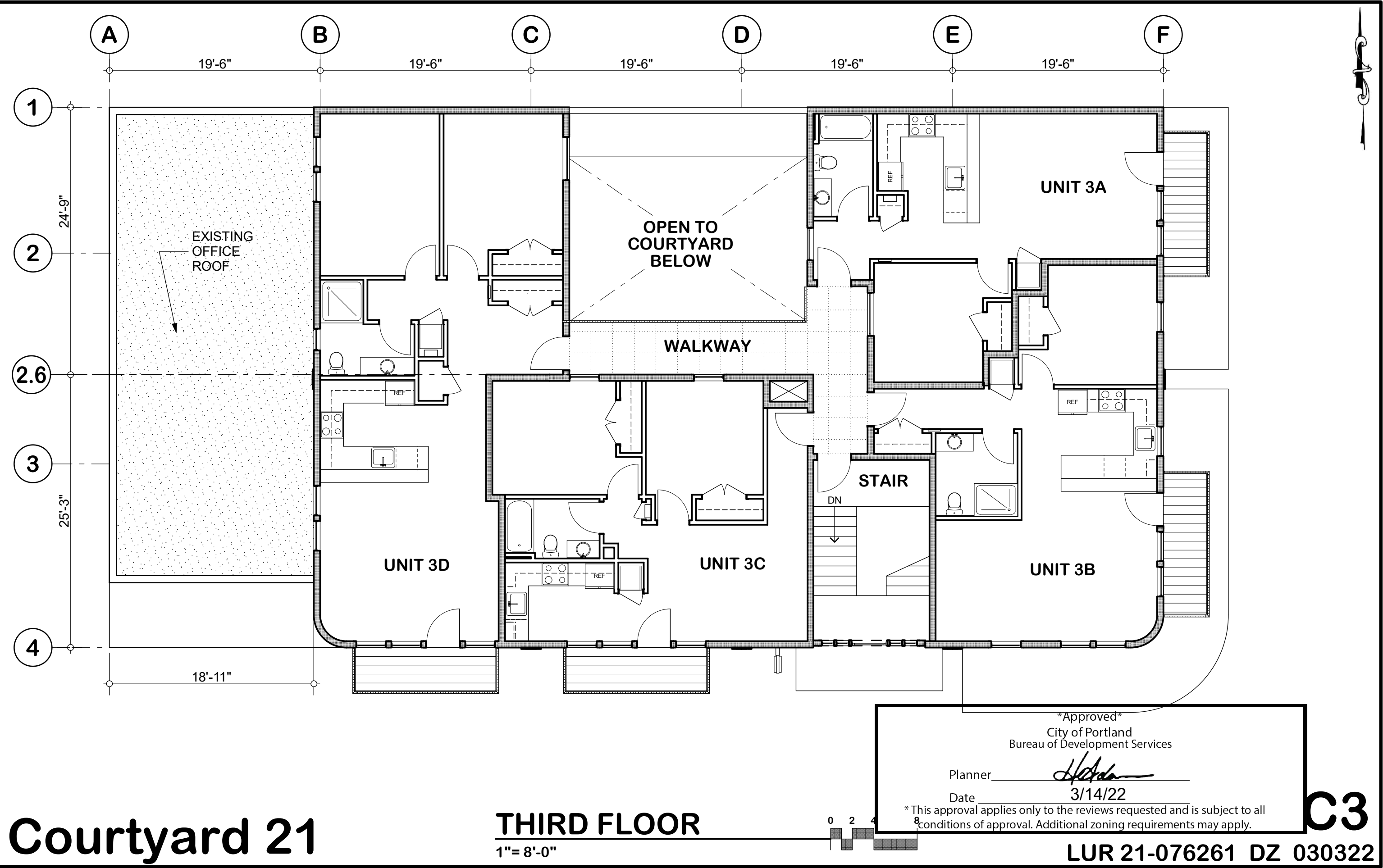


\*Approved\*  
City of Portland  
Bureau of Development Services  
Planner *[Signature]*  
Date 3/14/22  
\* This approval applies only to the reviews requested and is subject to all conditions of approval. Additional zoning requirements may apply.

C2

LUR 21-076261 DZ 030322





Courtyard 21

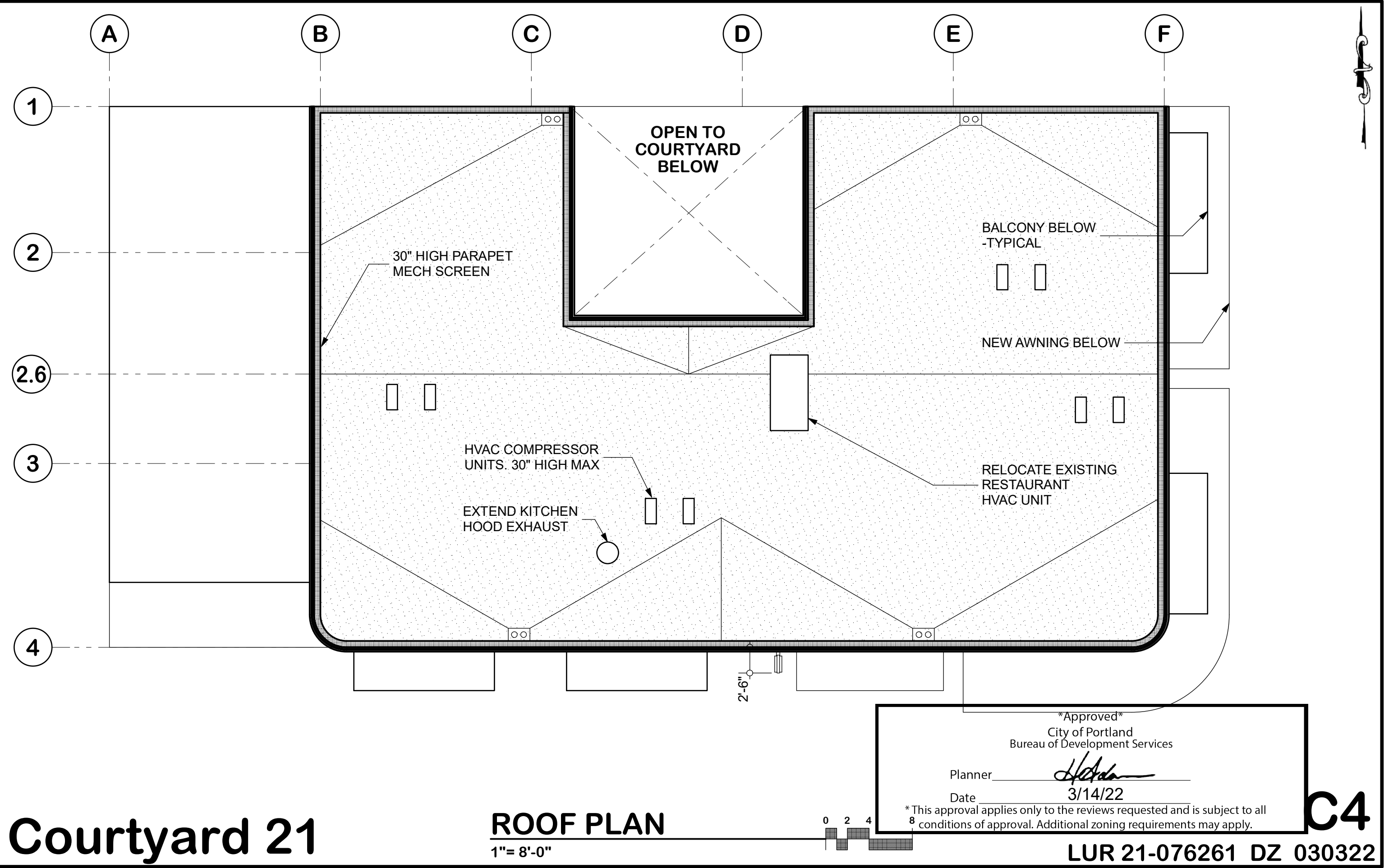
THIRD FLOOR  
1" = 8'-0"

\*Approved\*  
City of Portland  
Bureau of Development Services  
Planner *[Signature]*  
Date 3/14/22  
\*This approval applies only to the reviews requested and is subject to all conditions of approval. Additional zoning requirements may apply.

C3

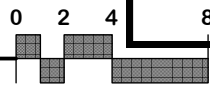
LUR 21-076261 DZ 030322





Courtyard 21

ROOF PLAN  
1"= 8'-0"



\*Approved\*

City of Portland  
Bureau of Development Services

Planner *[Signature]*

Date 3/14/22

\* This approval applies only to the reviews requested and is subject to all conditions of approval. Additional zoning requirements may apply.

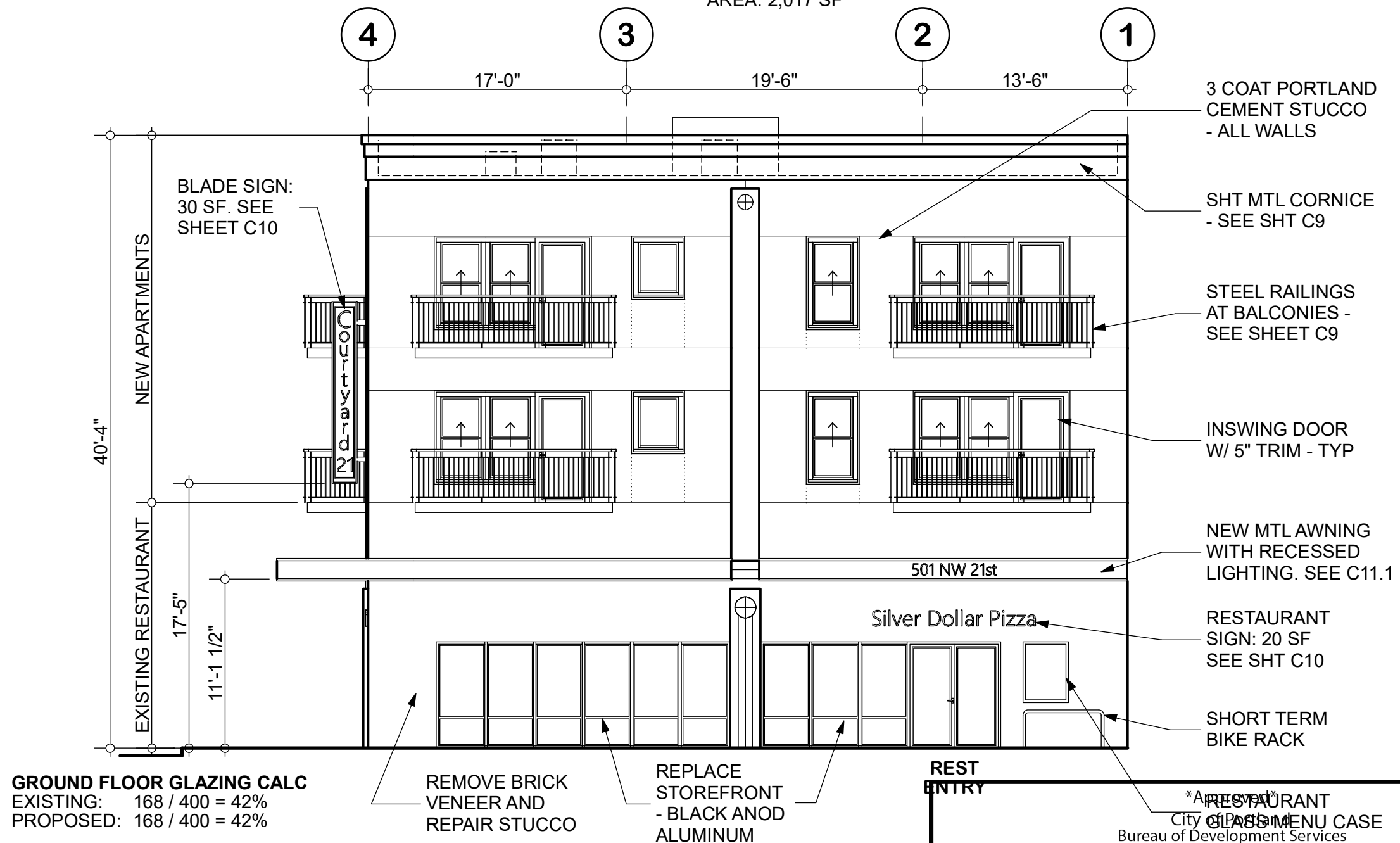
C4

LUR 21-076261 DZ 030322



**EAST FACADE GLAZING CALC**  
 488 / 2,017 = 24% GLAZING

**PRIMARY FACADE**  
 HEIGHT: 40'-64"  
 AREA: 2,017 SF



**GROUND FLOOR GLAZING CALC**  
 EXISTING: 168 / 400 = 42%  
 PROPOSED: 168 / 400 = 42%

REMOVE BRICK VENEER AND REPAIR STUCCO  
 REPLACE STOREFRONT - BLACK ANOD ALUMINUM

REST ENTRY

\*APPROVAL\*  
 City of Assiniboia  
 Bureau of Development Services

Planner *[Signature]*

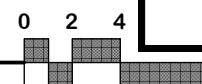
Date 3/14/22

\* This approval applies only to the reviews requested and is subject to all conditions of approval. Additional zoning requirements may apply.

# Courtyard 21

## EAST ELEVATION

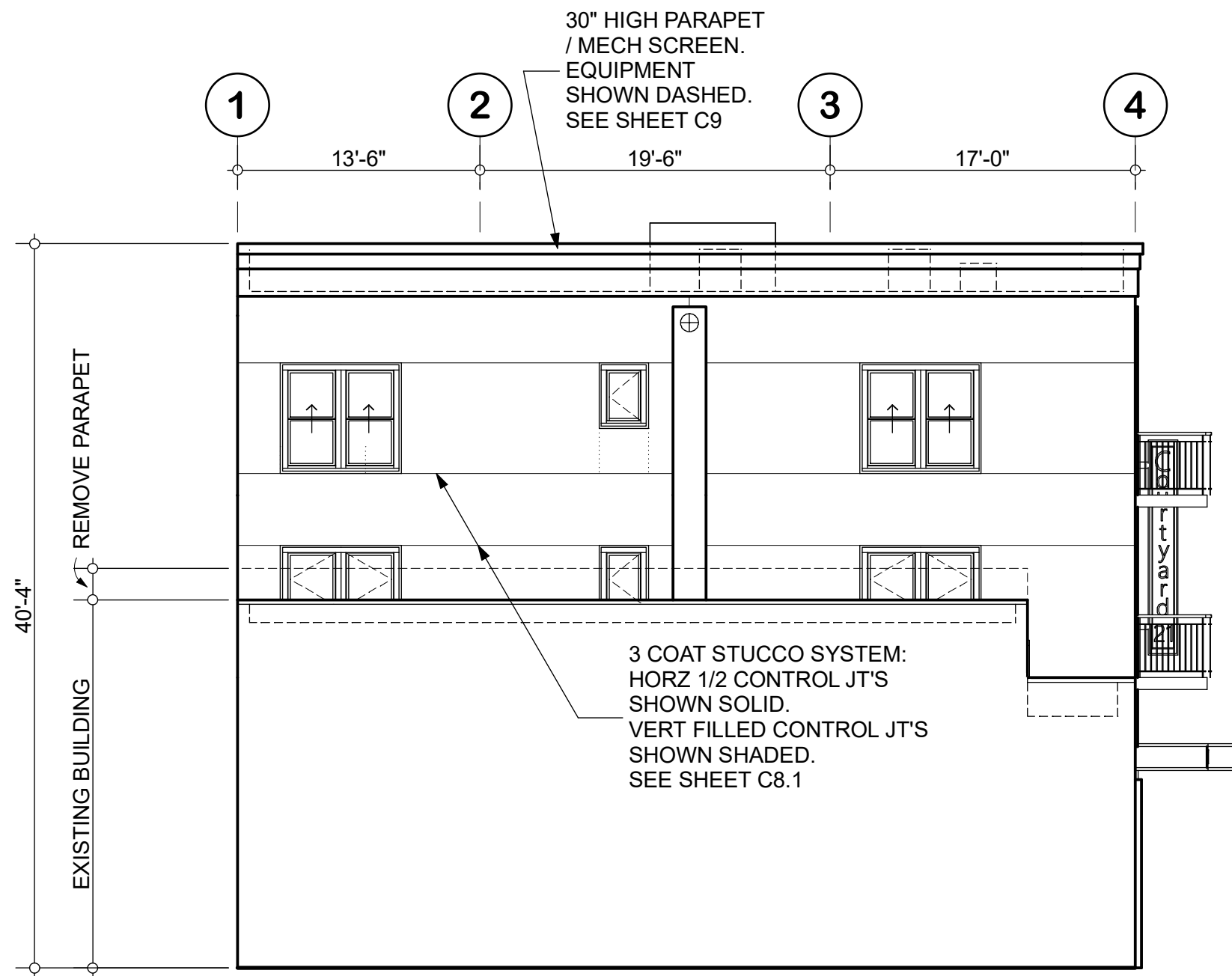
1" = 8'-0"



# C5

LUR 21-076261 DZ 030322





# Courtyard 21

## WEST ELEVATION

1"= 8'-0"

\*Approved\*  
City of Portland  
Bureau of Development Services

Planner *[Signature]*

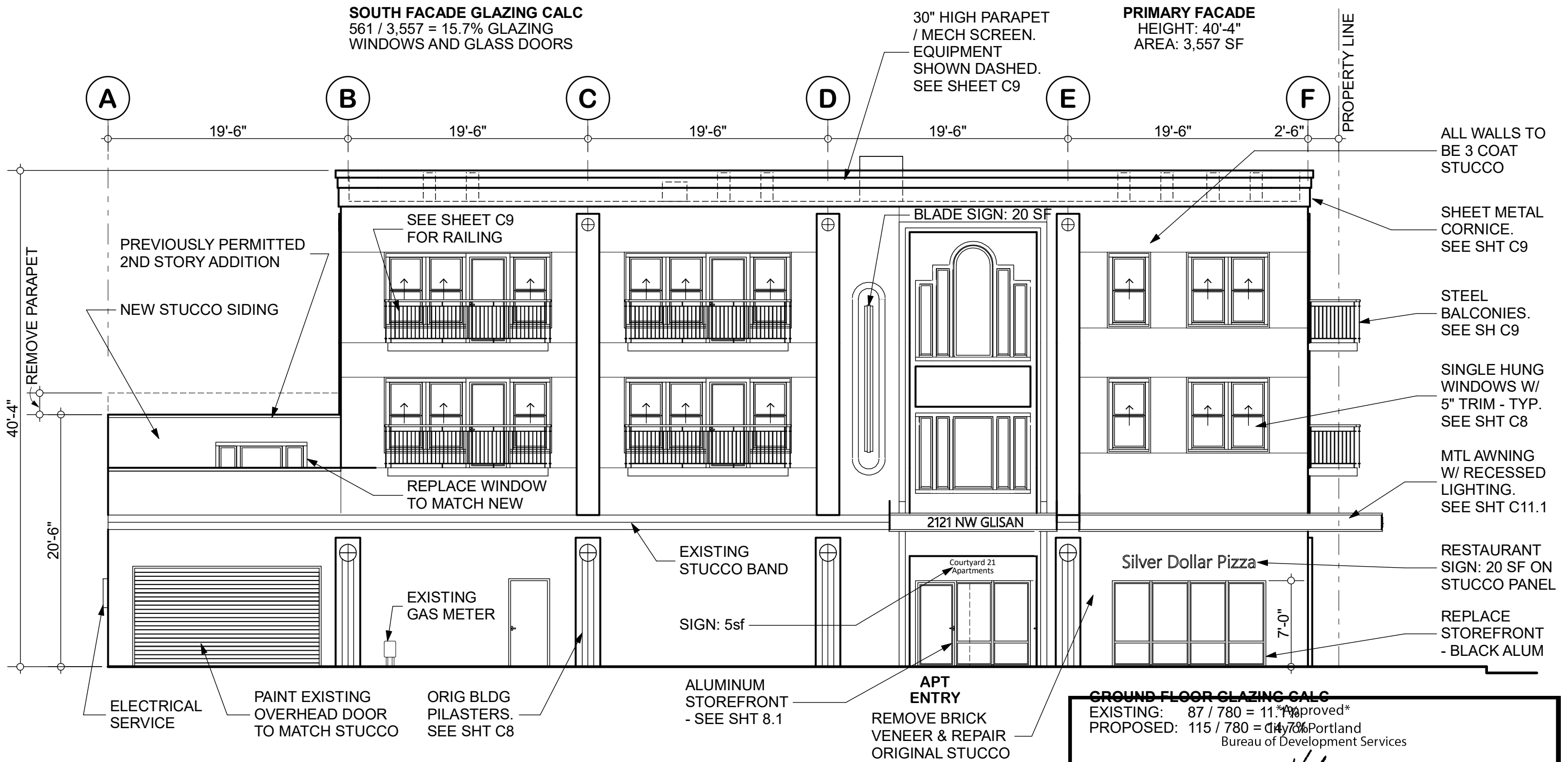
Date 3/14/22

\* This approval applies only to the reviews requested and is subject to all conditions of approval. Additional zoning requirements may apply.

# C5.1

LUR 21-076261 DZ 030322

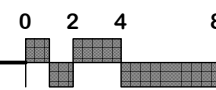




Courtyard 21

SOUTH ELEVATION

1" = 8'-0"



GROUND FLOOR GLAZING CALC  
EXISTING: 87 / 780 = 11.1%  
PROPOSED: 115 / 780 = 14.7%  
Approved\*  
City of Portland  
Bureau of Development Services

Planner *[Signature]*

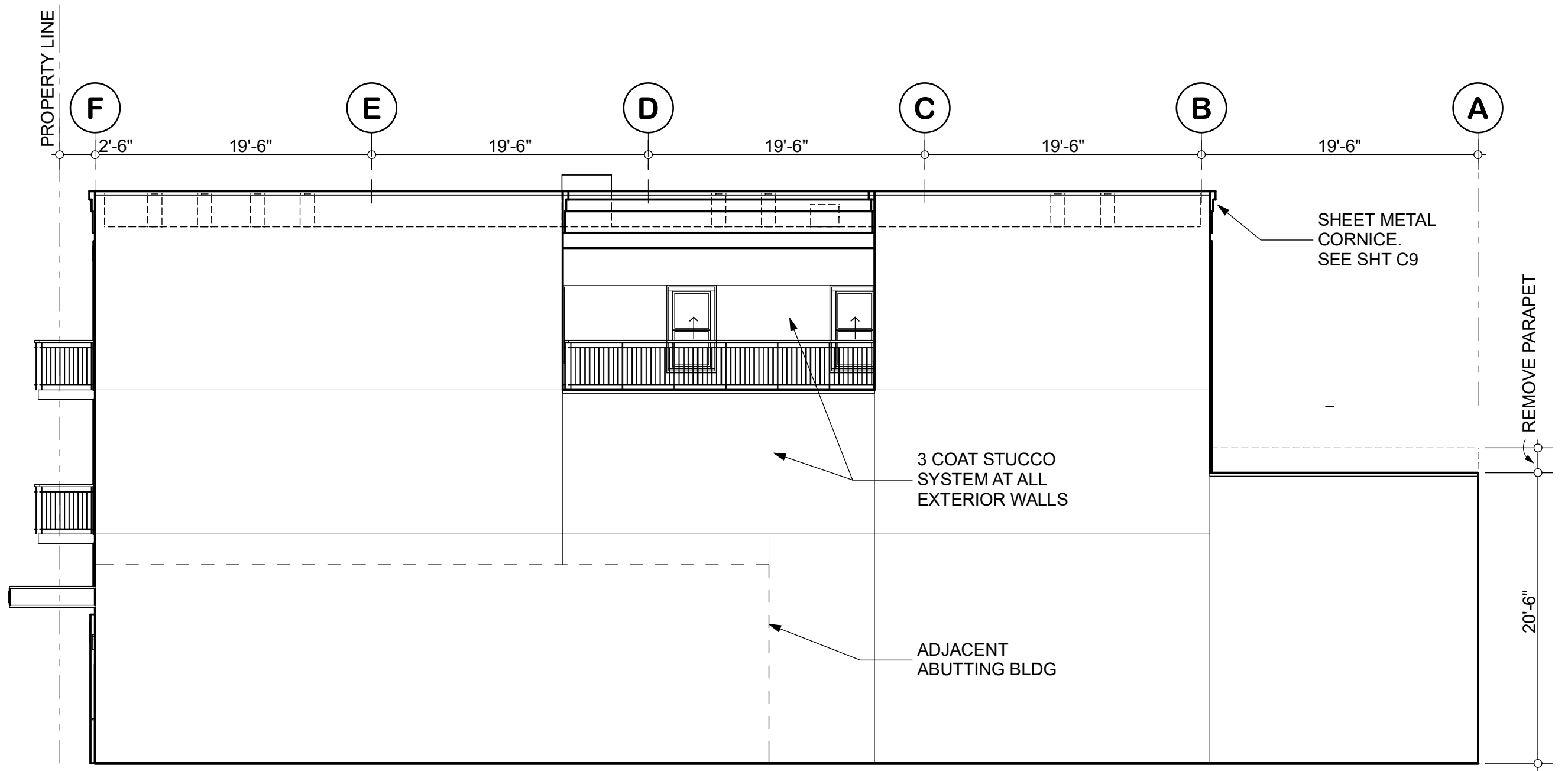
Date 3/14/22

\*This approval applies only to the reviews requested and is subject to all conditions of approval. Additional zoning requirements may apply.

C6

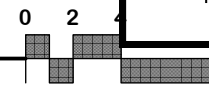
LUR 21-076261 DZ 030322





**Courtyard 21**

**NORTH ELEVATION**  
1"= 8'-0"



\*Approved\*  
City of Portland  
Bureau of Development Services

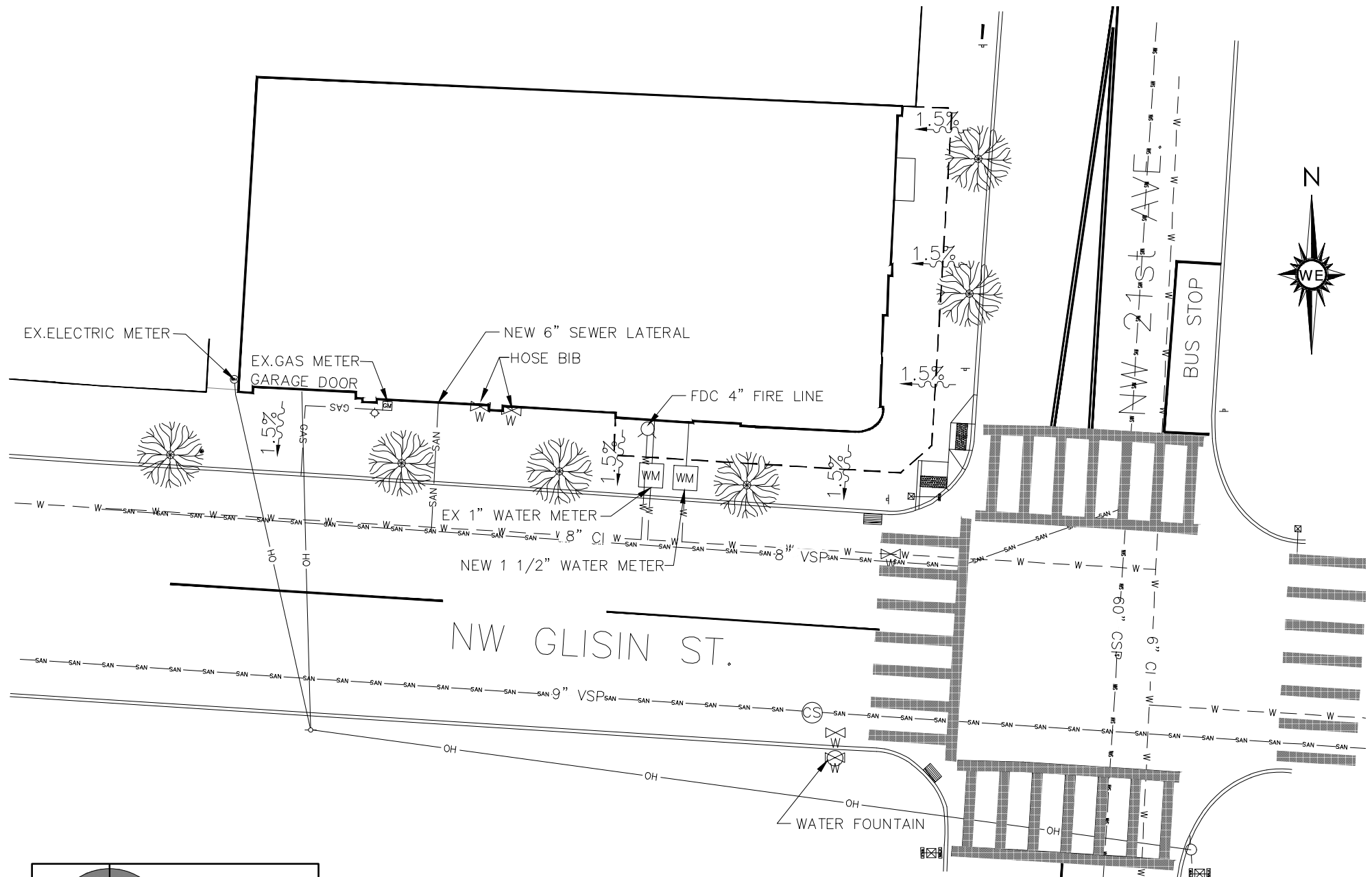
Planner *[Signature]*  
Date 3/14/22

\* This approval applies only to the reviews requested and is subject to all conditions of approval. Additional zoning requirements may apply.

**C6.1**

**LUR 21-076261 DZ 030322**





**ENGINEERING SURVEYING PLANNING**

**WELKIN**

**ENGINEERING, P.C.**

25260 SW PARKWAY AVE., SUITE G  
WILSONVILLE, OR 97070  
TEL: (503) 598-1866  
FAX: (503) 598-1868  
ewc@welkinpc.com  
www.WelkinPC.com

\*Approved\*

City of Portland  
Bureau of Development Services

Planner *[Signature]*

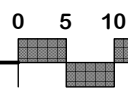
Date 3/14/22

\* This approval applies only to the reviews requested and is subject to all 20 conditions of approval. Additional zoning requirements may apply.

# Courtyard 21

## SITE UTILITIES PLAN

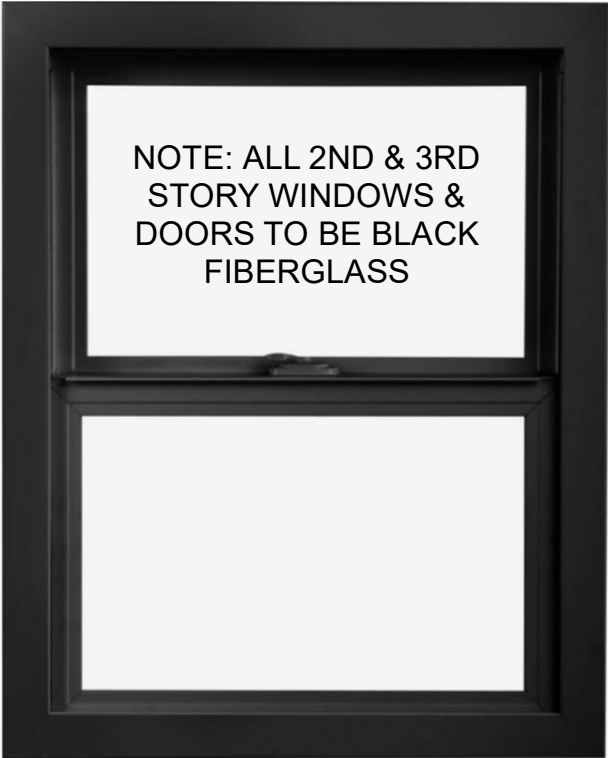
1"= 20'-0"



**LUR 21-076261 DZ 030322**

C7



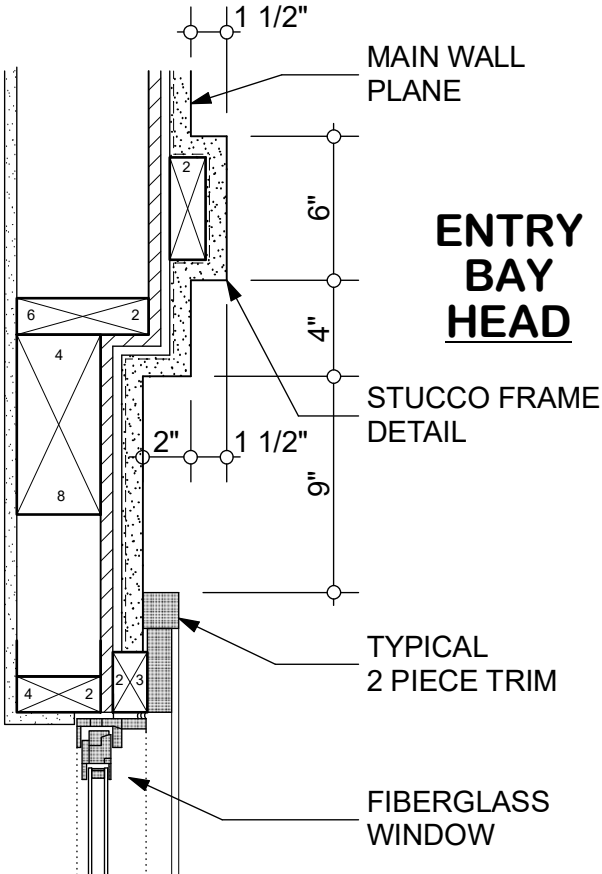


Pella® Impervia® Fiberglass Single-Hung Window

3.97 ★★★★★ (Based on 413 Reviews)

Made from the strongest material for windows, Pella Impervia single-hung windows provide lasting durability and sleek, timeless style.<sup>16</sup> They feature a moveable bottom sash for ventilation and a fixed top sash. Our powder-coat finish will never need to be repainted or refinished. Achieve your design vision with color options including Black.

- Tested beyond industry standards, from -40°F to 180°F so you can trust our fiberglass material to perform on the hottest and coldest days on the year.
- Equal sightlines provide a clean, consistent aesthetic unlike other single-hung designs that trade off aesthetic details.
- Secured with corner locks, metal fasteners and injected with sealant for added strength, security and reliable water performance.



APARTMENT WINDOWS & DOORS

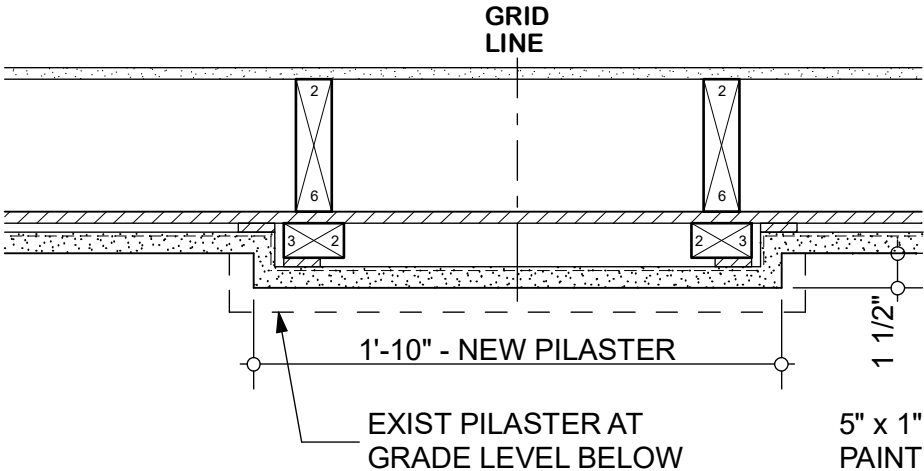
NO SCALE

\*Approved\*  
City of Portland  
Bureau of Development Services

Planner

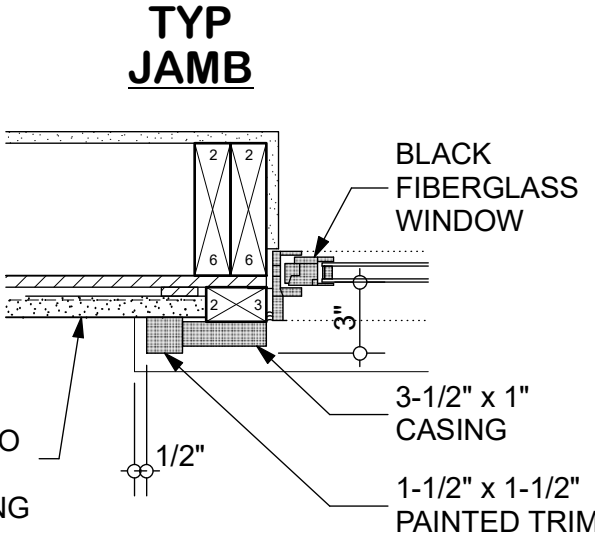
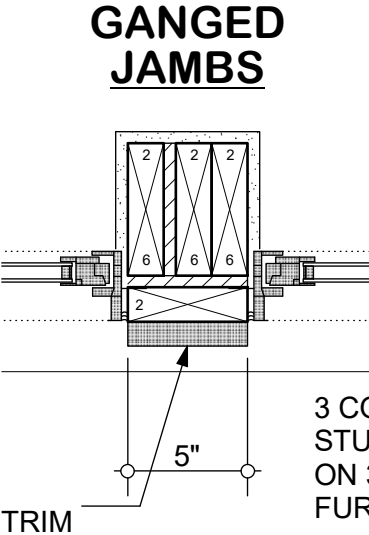
Date 3/14/22

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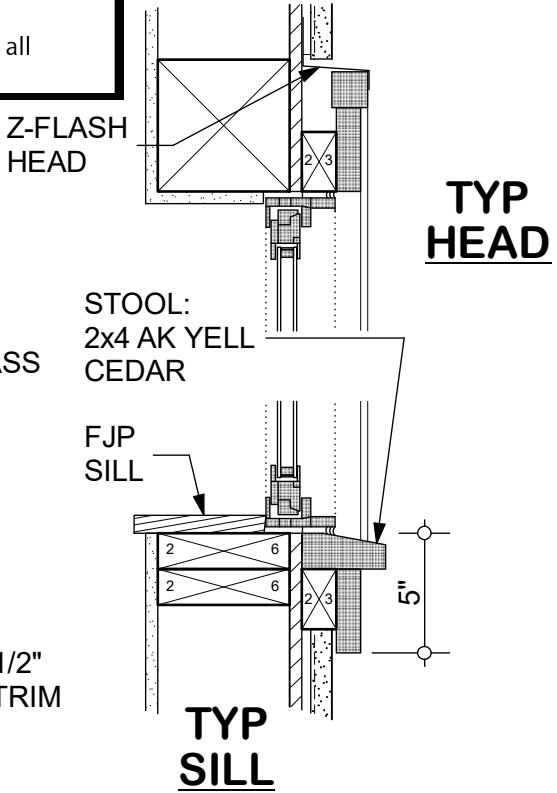
PILASTER

1-1/2"= 1'-0"



WINDOW

1-1/2"= 1'-0"



Courtyard 21

C8  
LUR 21-076261 DZ 030322

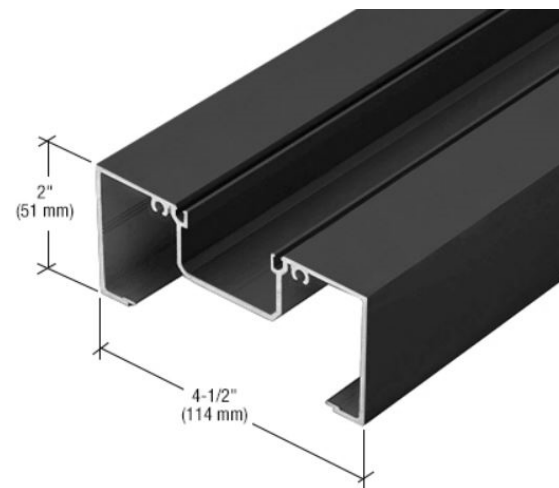


EXISTING COILING STEEL  
GARAGE DOOR - PAINT  
TO MATCH ADJACENT WALL



## GARAGE DOOR

NO SCALE

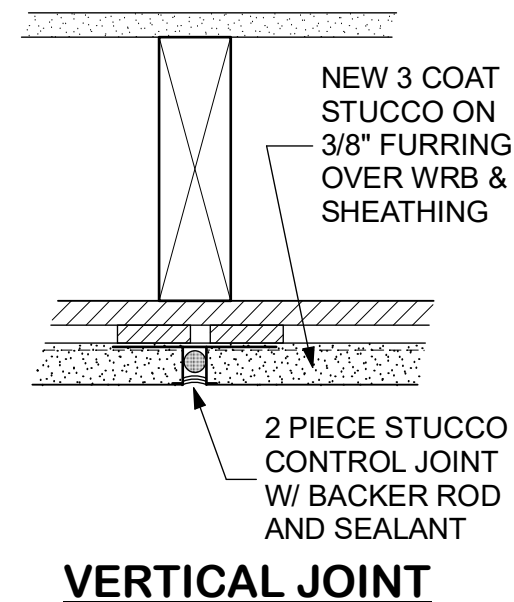
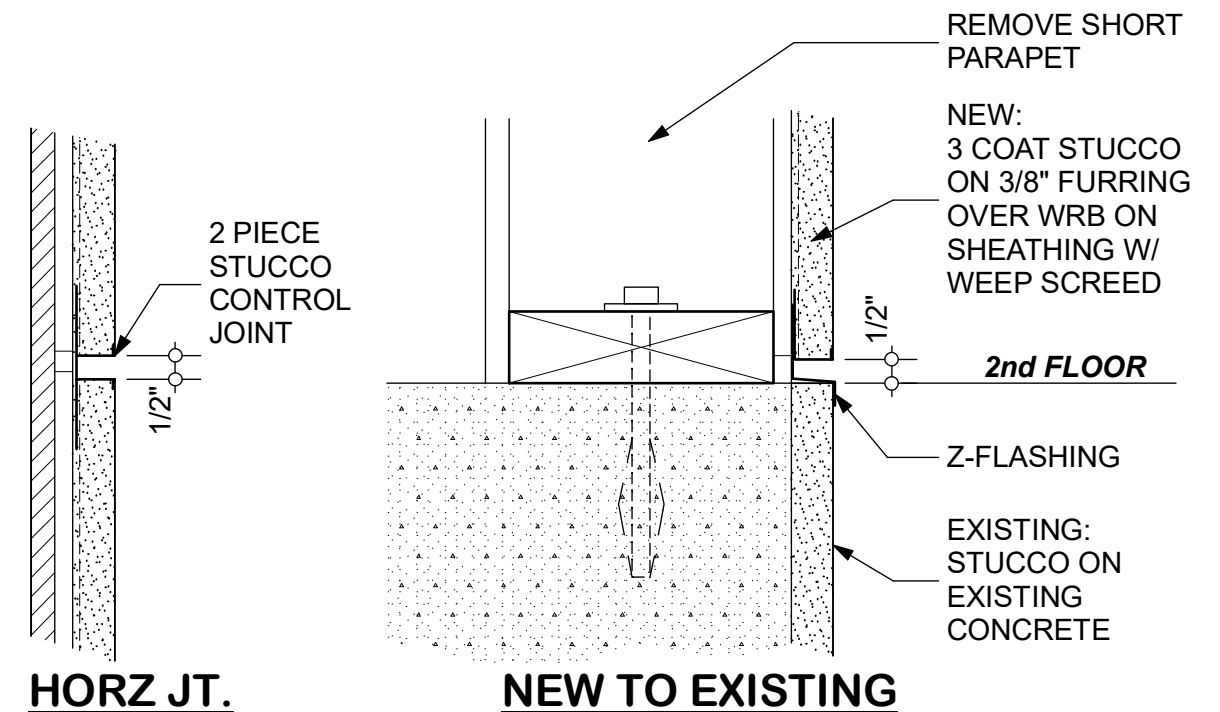


NOTE: ALL ALUMINUM  
STOREFRONT TO BE BLACK

## STOREFRONT

NO SCALE

# Courtyard 21



## TEXTURE

\*Approved\*  
City of Portland  
Bureau of Development Services

### STUCCO

3" = 1'-0"

Planner H. Adan

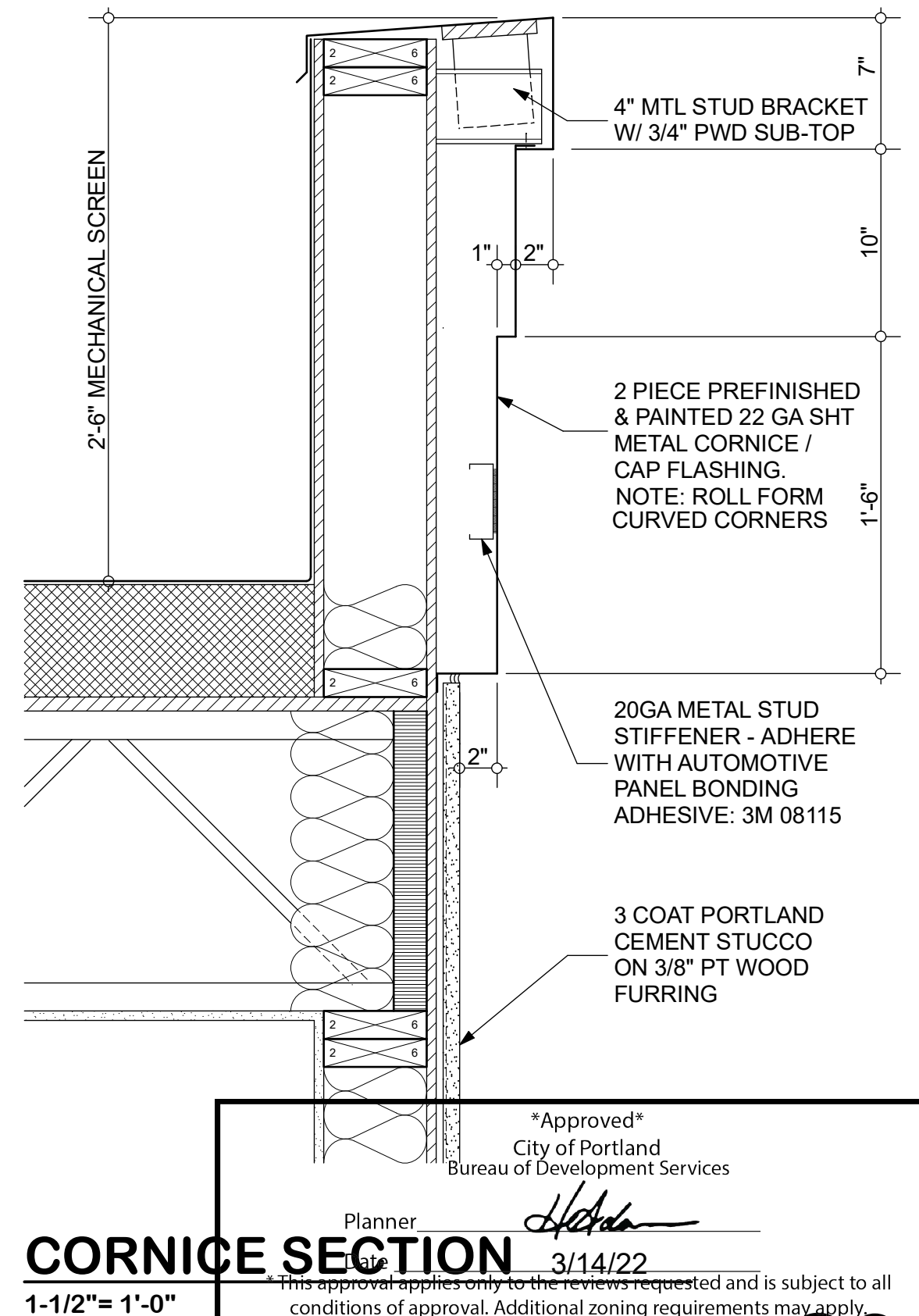
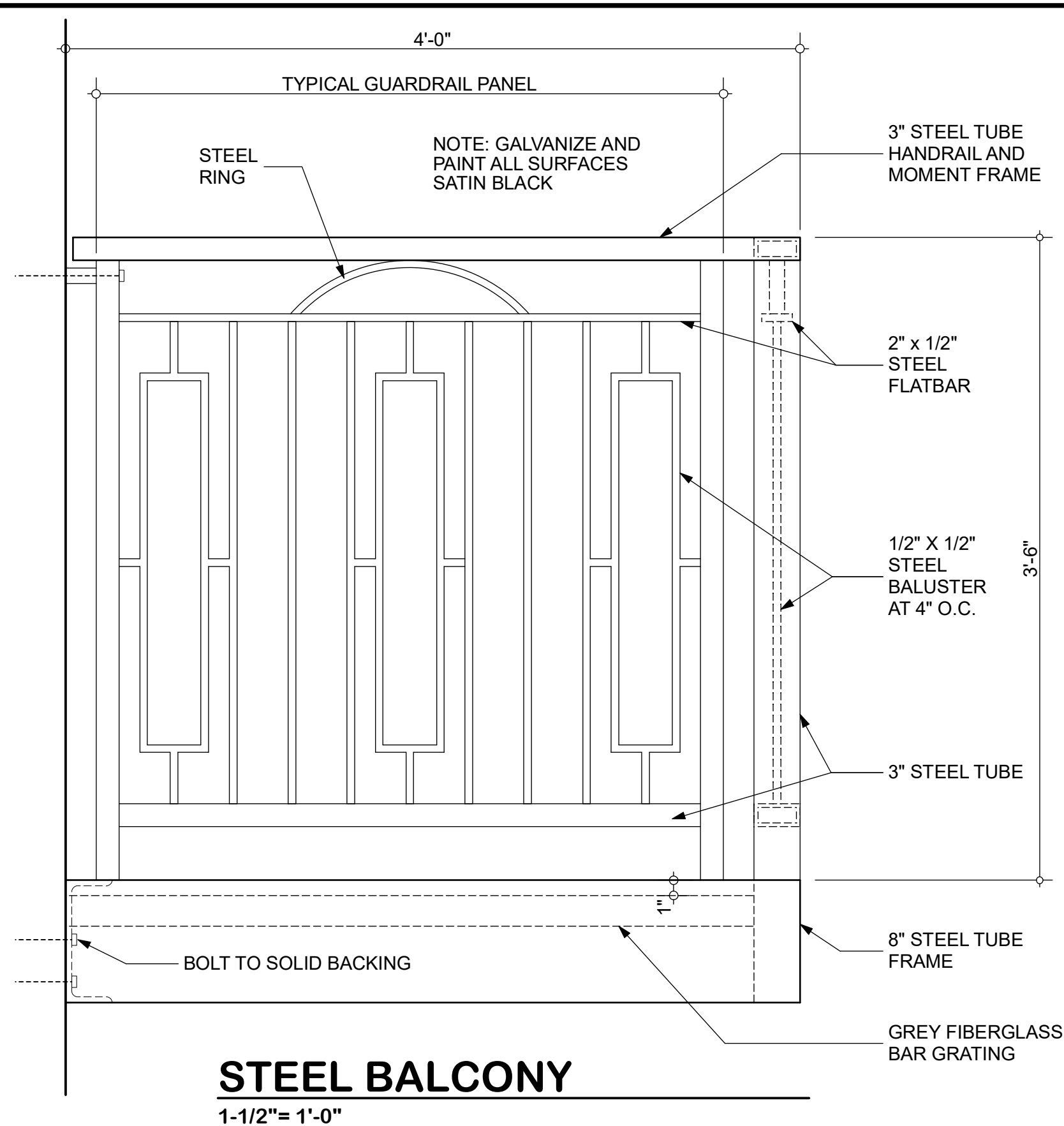
Date 3/14/22

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# C8.1

LUR 21-076261 DZ 030322



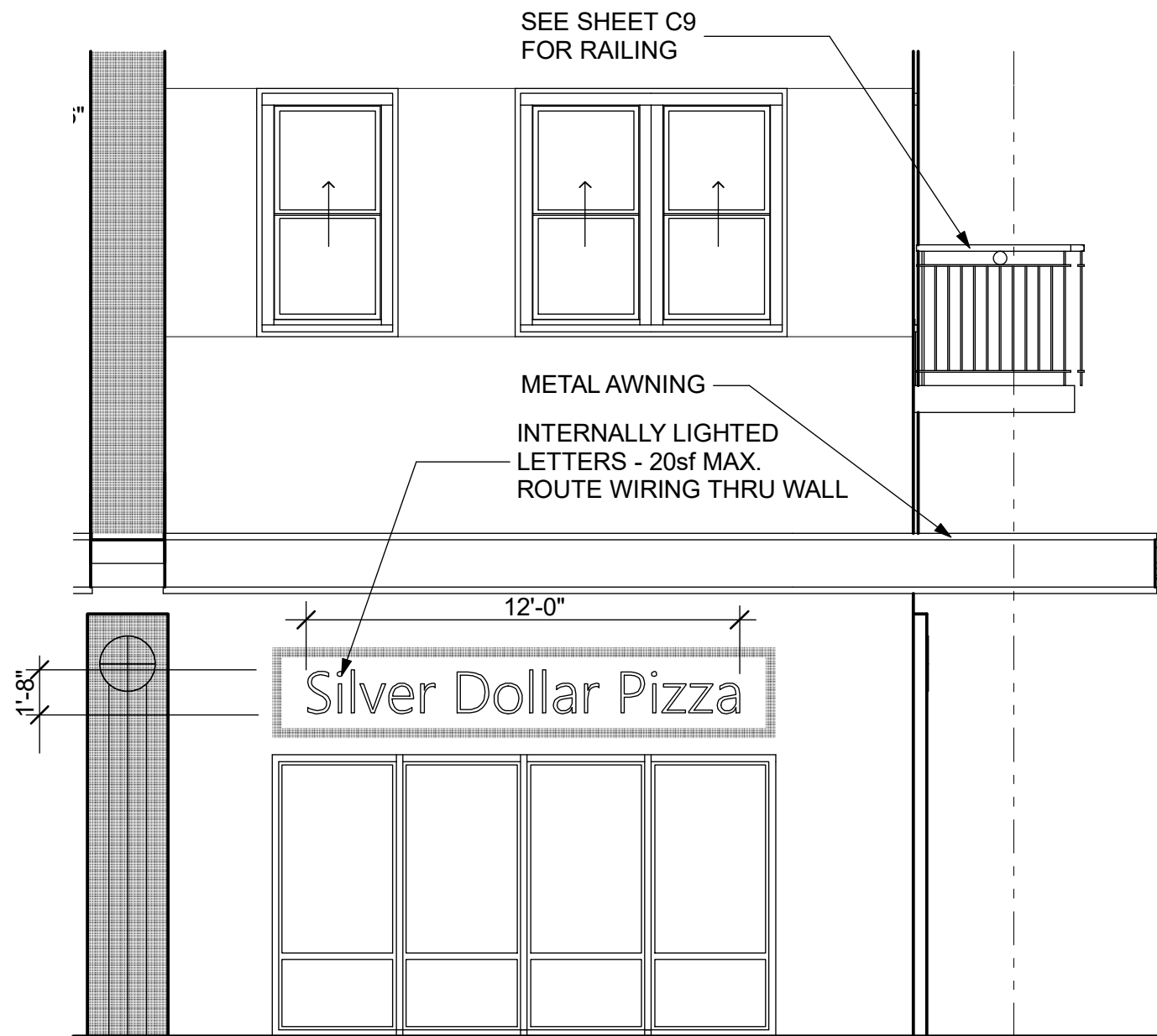


**Courtyard 21**

**C9**

**LUR 21-076261 DZ 030322**

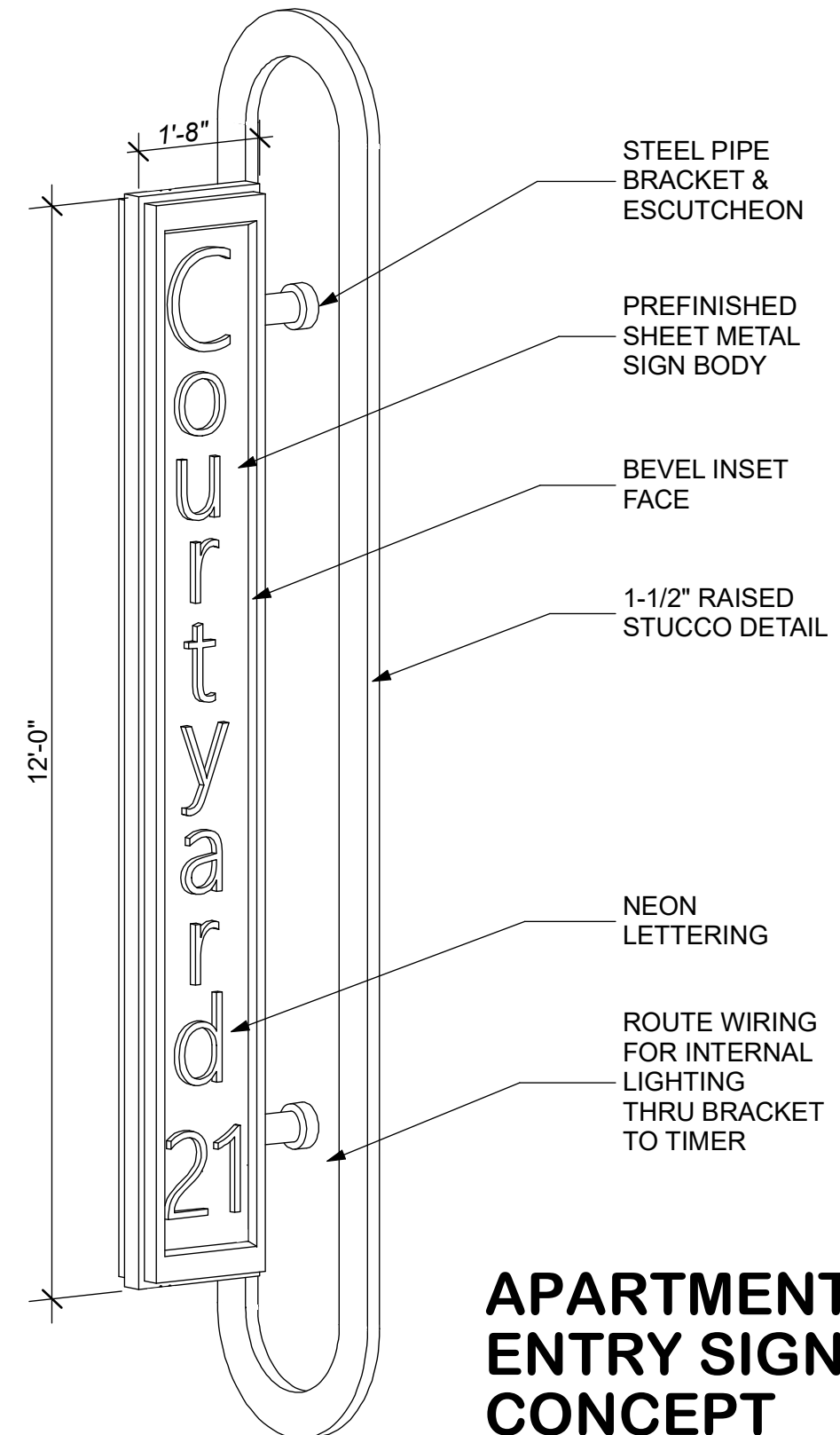




## RESTAURANT SIGN CONCEPT

1/4" = 1'-0"

# Courtyard 21



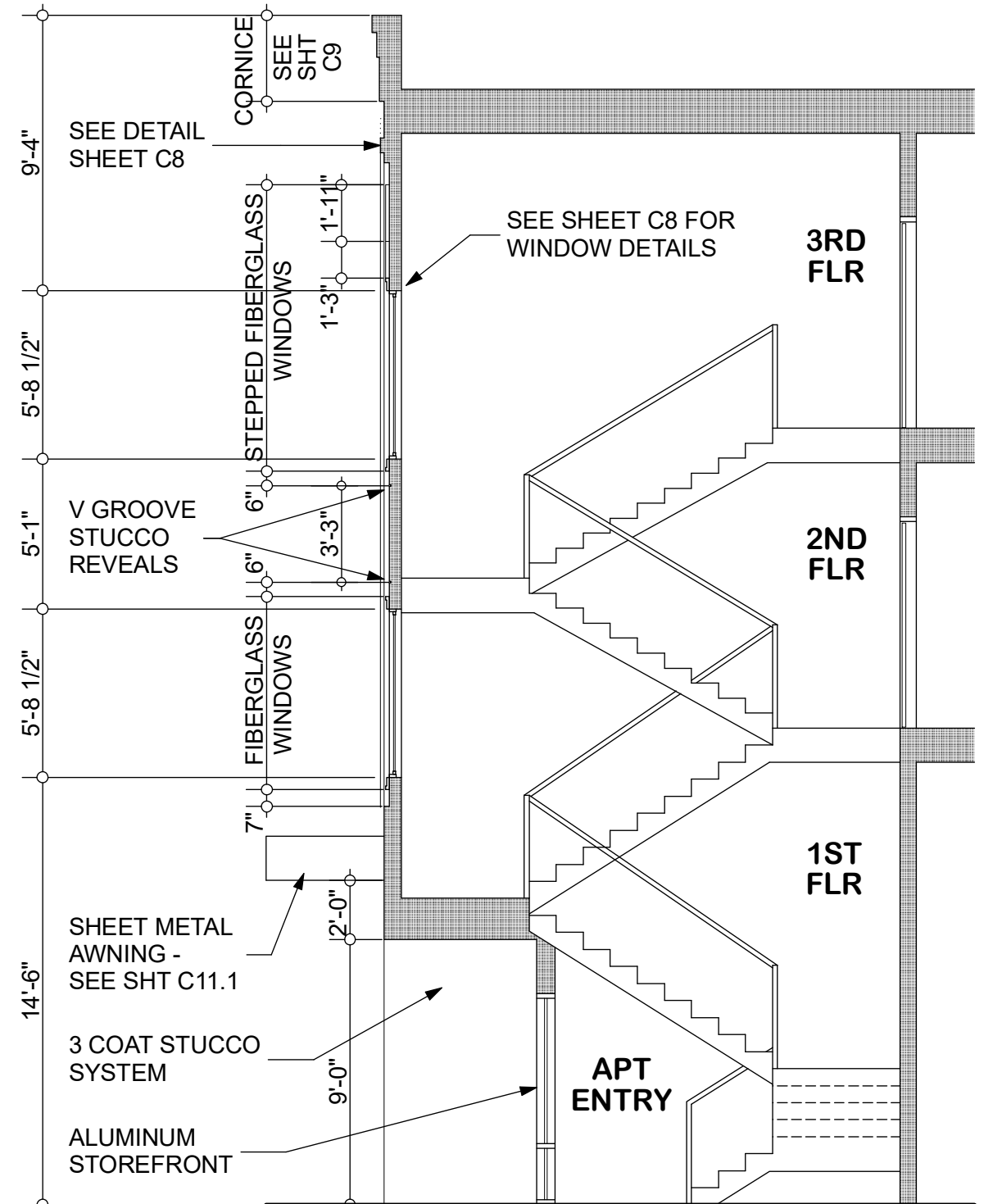
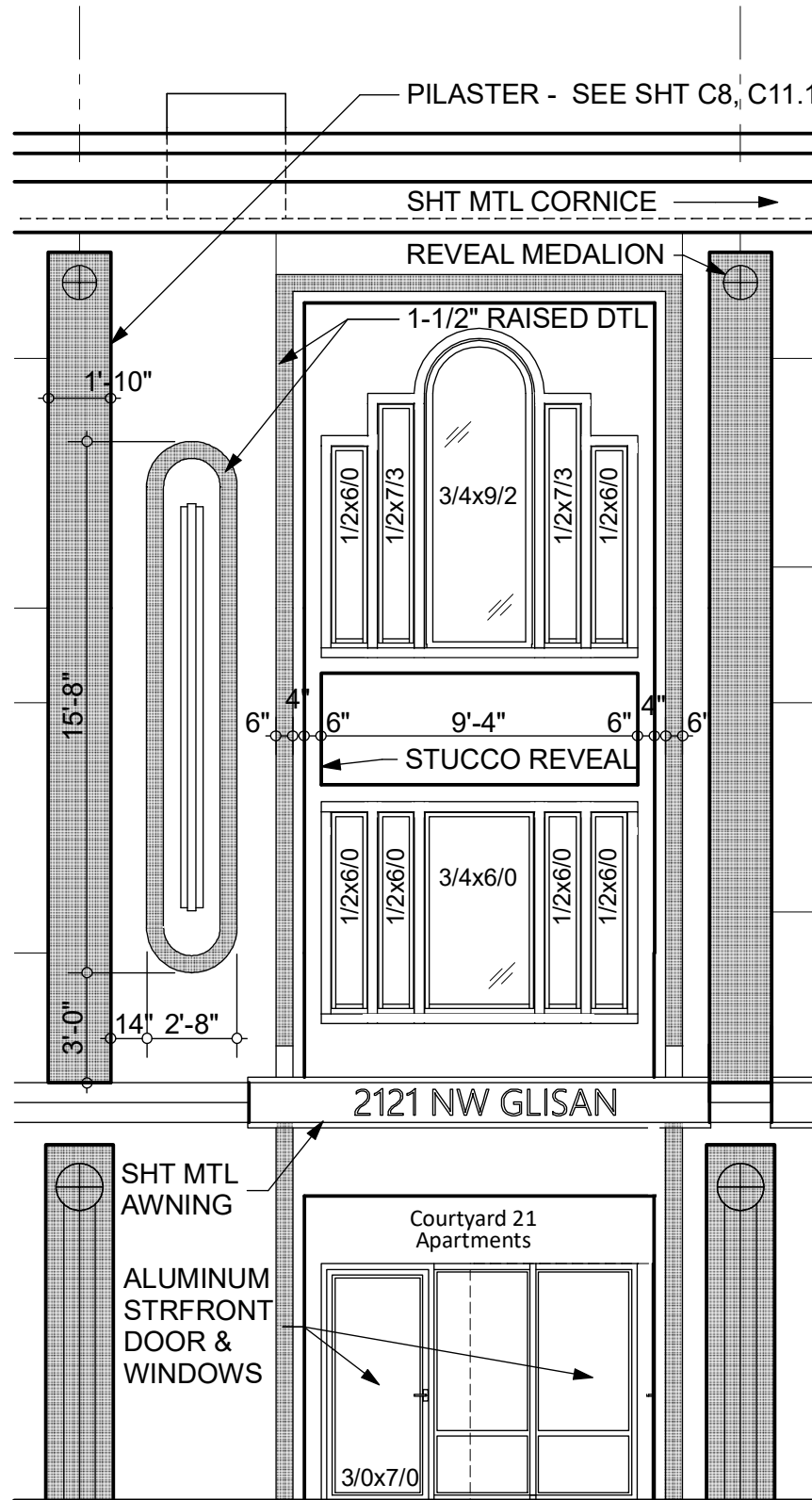
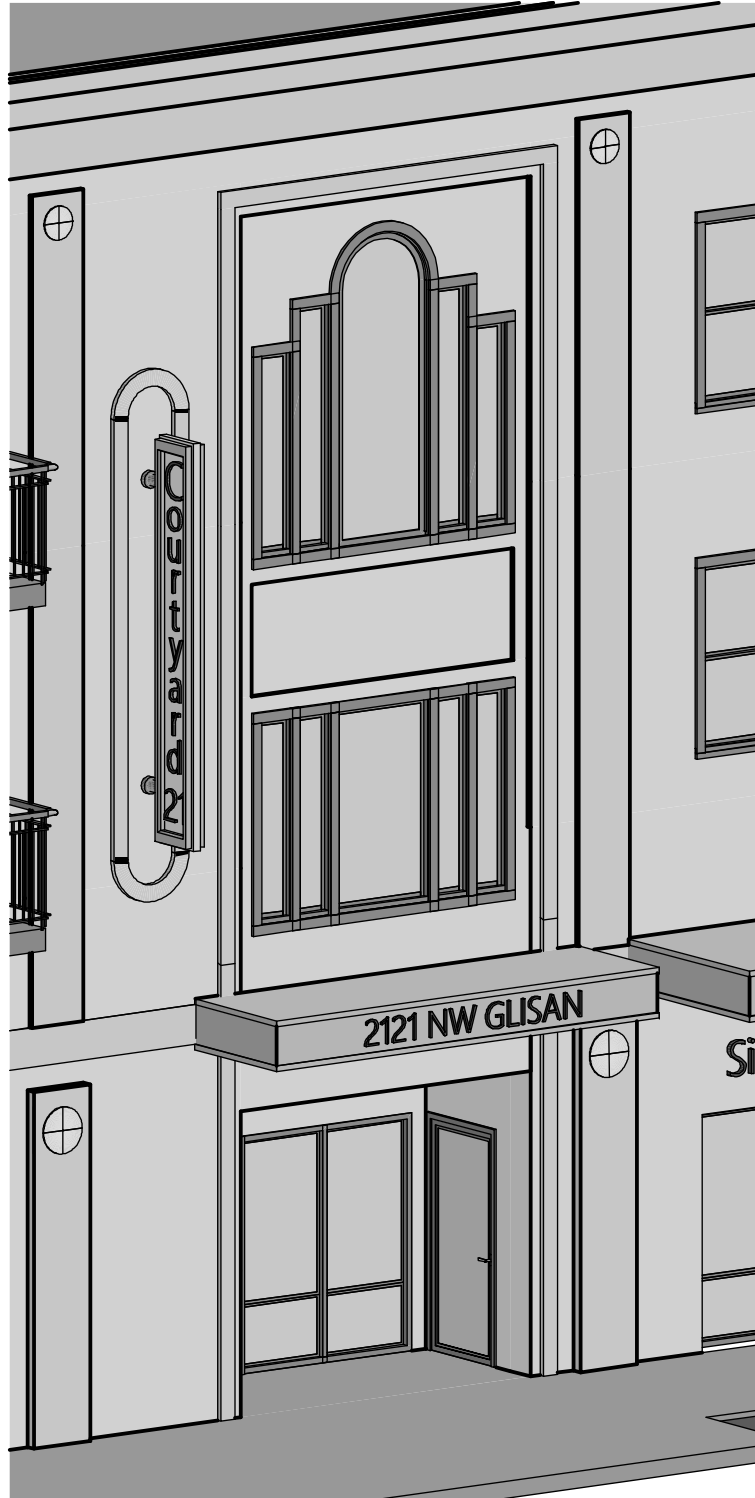
## APARTMENT ENTRY SIGN CONCEPT

NO SCALE

# C10

LUR 21-076261 DZ 030322





# Courtyard 21

## ENTRY BAY

3/16" = 1'-0"

\*Approved\*  
City of Portland  
Bureau of Development Services

Planner *[Signature]*

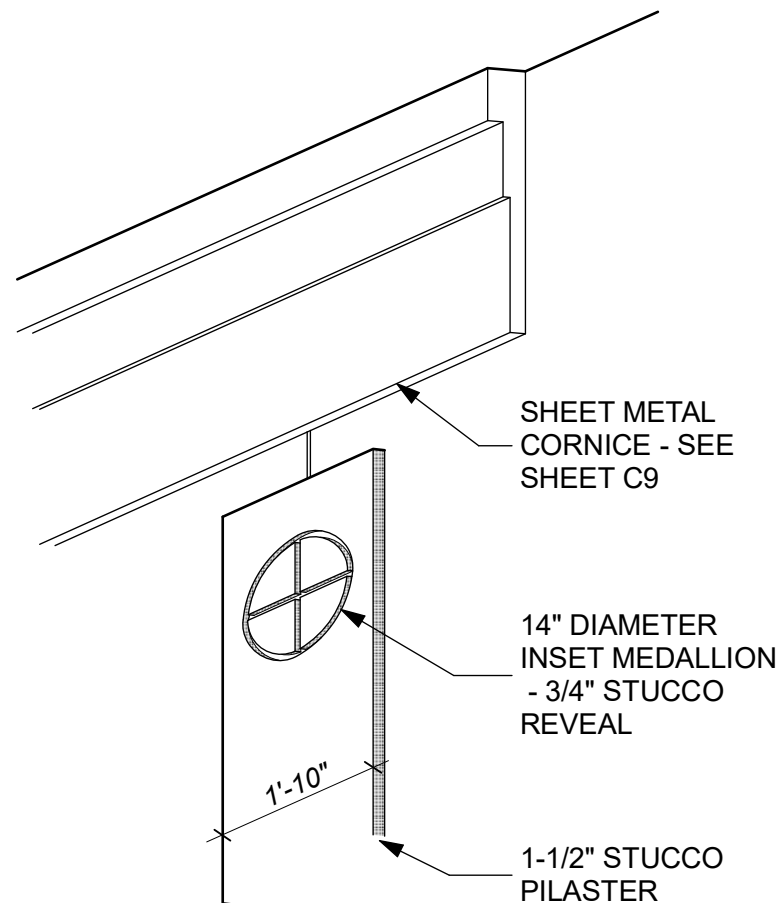
Date 3/14/22

\*This approval applies only to the reviews requested and is subject to all conditions of approval. Additional zoning requirements may apply.

# C11

LUR 21-076261 DZ 030322



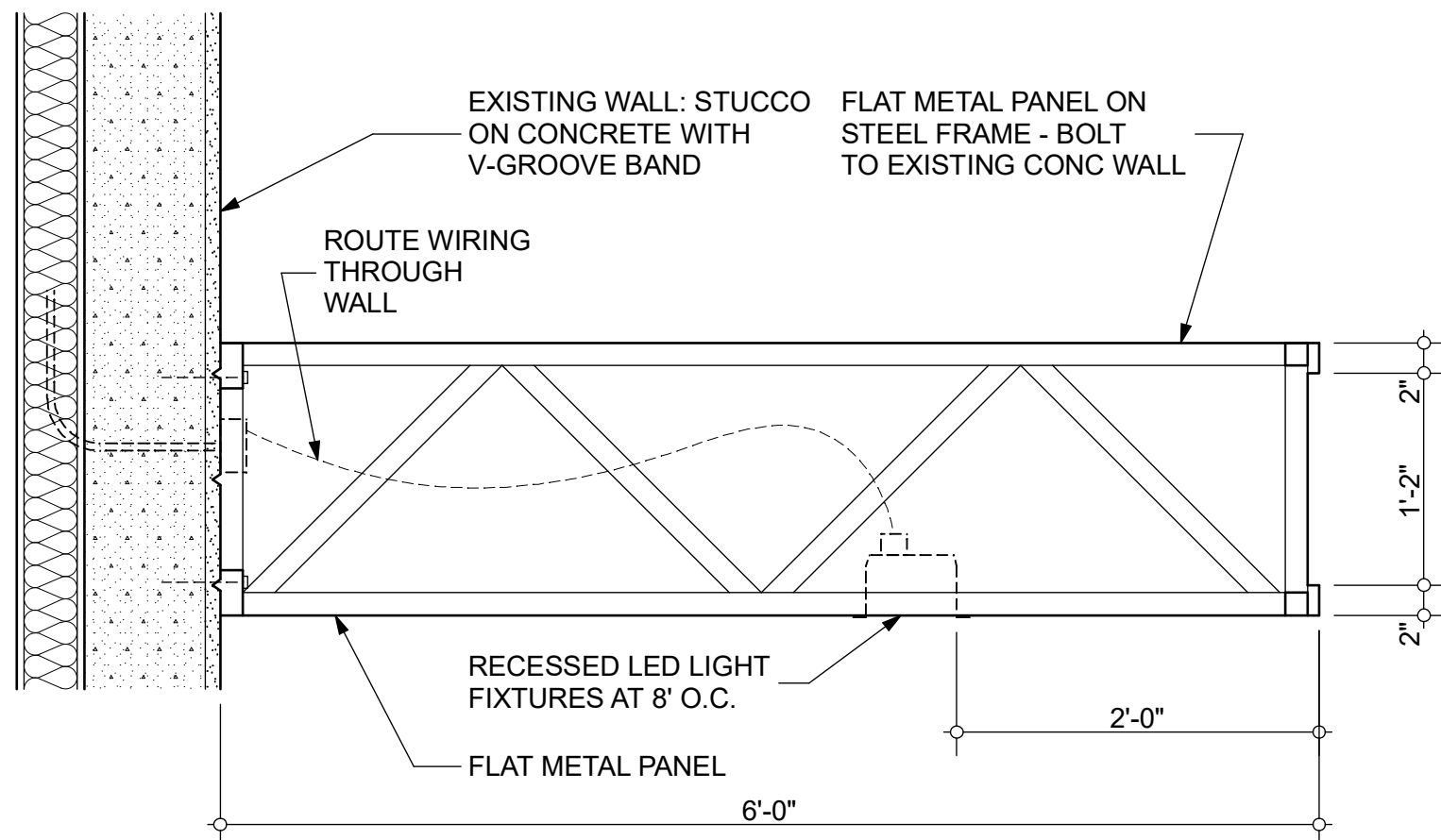


## PILASTER

NO SCALE



# Courtyard 21



## CANOPY

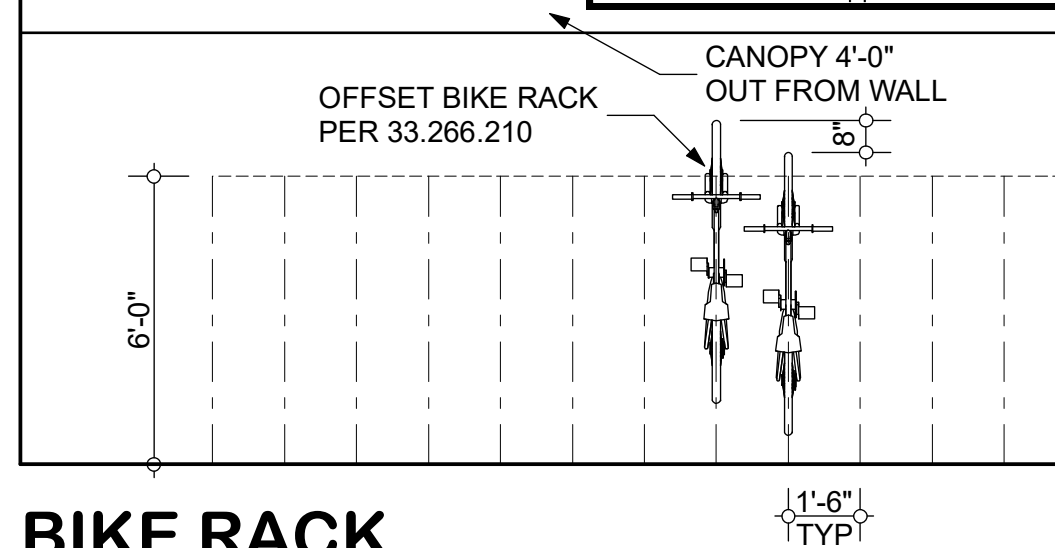
1 = 1'-0"

\*Approved\*  
City of Portland  
Bureau of Development Services

Planner 

Date 3/14/22

\*This approval applies only to the reviews requested and is subject to all conditions of approval. Additional zoning requirements may apply.



## BIKE RACK

1/4" = 1'-0"

# C11.1

LUR 21-076261 DZ 030322





**City of Portland, Oregon**  
**Bureau of Development Services**  
**Land Use Services**  
**FROM CONCEPT TO CONSTRUCTION**

Dan Ryan, Commissioner  
Rebecca Esau, Director  
Phone: (503) 823-7300  
Fax: (503) 823-5630  
TTY: (503) 823-6868  
[www.portland.gov/bds](http://www.portland.gov/bds)

Date: December 13, 2021

From: Grace Jeffreys, Land Use Services  
503-865-6521 / [Grace.Jeffreys@portlandoregon.gov](mailto:Grace.Jeffreys@portlandoregon.gov)

## **REQUEST FOR RESPONSE**

**Case File: LU 21-076261 HR – Courtyard 21**  
**Pre-App: PC # 20-188301**

This notice is being sent to all service and technical review agencies for their input on the proposal described below. Neighborhood Associations also receive this advance notice via e-mail. Your timely response, as indicated below, will help the assigned planner determine if applicable approval criteria can be met, or what conditions might be required.

- The approval criteria are listed below. Although we are interested in any comments you may have, please consider your response in terms of these criteria.
- All agencies are encouraged to use this as an opportunity to inform the applicant of any additional requirements that may be imposed by your agency during building permit phase – especially those that would significantly affect the proposal.
- Please note in your response which requirements are specifically associated with the applicable land use review approval criteria, and which requirements you have the independent authority to impose at time of building permits.
- Neighborhood Associations are encouraged to submit comments by the deadline noted below. To comment, please e-mail your comments to me at Grace Jeffreys at my e-mail address identified above. You may also write to Grace Jeffreys at 1900 SW Fourth Ave., Suite 4500, Portland, OR 97201. Please note regarding USPS mail: If you choose to mail written testimony via USPS, due to the Covid-19 Emergency, USPS mail is only received a couple times a week, and testimony must be received before the close of the record. Therefore, please mail testimony well in advance of the hearing date.

The Bureau of Development Services recommendation will be published ten days before the scheduled hearing date. You will also receive a Notice of Public Hearing for this proposal, with hearing date and time confirmed, mailed twenty days prior to the hearing.

- **Please send your response to BDS no later than: January 10, 2022 – 28 days after the date of this RFR** (If I receive comments after this date, I may not have enough time to include them in the staff report).
- **We must publish our report by: January 14, 2022**
- **A public hearing before the Landmarks Commission is tentatively scheduled for January 24, 2022, 1:30pm**



**Applicant:** Jack Lyon, Investment Builders, LLC  
3411 NE 65th St, Vancouver, Wa 98661  
[Jack@InvestmentBuilders.net](mailto:Jack@InvestmentBuilders.net), (503) 805-1818

**Representative:** Brad Johnson, 21 Glisan, LLC  
11640 SW Jody St, Beaverton, OR 97005

**Owner:** 21 Glisan, LLC  
PO Box 4803, Parker, Co 80134-1462

**Site Address:** 501 NW 21ST AVE

**Legal Description:** BLOCK 18 LOT 4, KINGS 2ND ADD  
**Tax Account No.:** R452303010  
**State ID No.:** 1N1E33CA 00400  
**Quarter Section:** 3027  
**Neighborhood:** Northwest District, contact Greg Theisen at 503-227-5430.  
**Business District:** Nob Hill, contact Nob Hill at nobhillportland@gmail.com.  
**District Coalition:** Neighbors West/Northwest, contact Mark Sieber at 503-823-4212.  
**Plan District:** Northwest  
**Other Designations:** Non-contributing resource to Alphabet Historic District  
**Zoning:** CM2(MU-U)m, Commercial Mixed Use 2 (CM2) with Centers Main Street overlay

**Case Type:** HR, Historic Resource Review  
**Procedure:** Type III, with a public hearing before the Landmarks Commission. The decision of the Landmarks Commission can be appealed to City Council.

**Proposal:**

The applicant seeks Historic Resource Review approval for exterior alterations to add 2 stories of apartments over an existing one-story, non-contributing restaurant in the Alphabet Historic District and the Northwest Plan District. The 5,000 square foot site, located at the northwest corner of the intersection of NW 21<sup>st</sup> and NW Glisan Street, has an existing 1940's structure constructed of cast in place concrete and a 2013 partial second story office addition to the west end of the building. These proposed new second and third levels will contain four apartments each, centered around an enclosed courtyard, with a new lobby/stair and recycling/trash room at the ground level.

Historic Resource Review is required for non-exempt exterior alterations in a Historic District per Portland Zoning Code (PZC) Section 33.445.320.A.

**Approval Criteria:**

In order to be approved, this proposal must comply with the approval criteria of Title 33, Portland Zoning Code. The applicable approval criteria are:

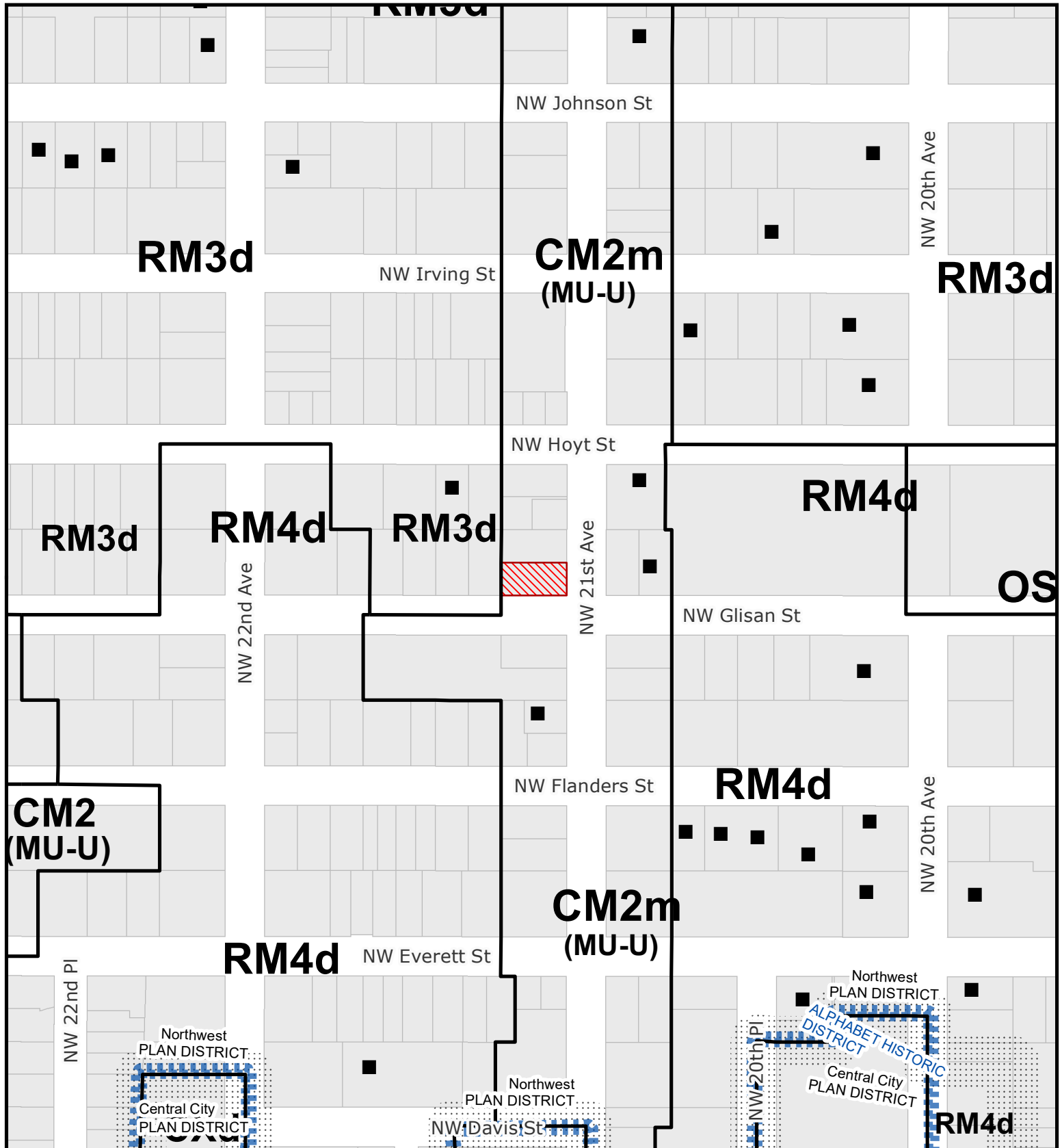
- The *Community Design Guidelines* and the *Historic Alphabet District Community Design Guidelines Addendum*

Zoning Code Section 33.700.080 states that Land Use Review applications are reviewed under the regulations in effect at the time the application was filed, provided that the application is complete at the time of filing, or complete within 180 days. This application was filed on August 10, 2021 and determined to be complete on December 8, 2021.

It is important to submit all evidence to the Landmarks Commission. City Council will not accept additional evidence if there is an appeal of this proposal.

Enclosures: Zoning Map, Site Plan, Elevations





# ZONING



For Zoning Code in effect Post August 1, 2021

NORTHWEST PLAN DISTRICT  
ALPHABET HISTORIC DISTRICT



Site



Historic Landmark

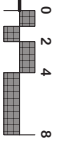
File No.	LU 21 - 076261 HR
1/4 Section	3027
Scale	1 inch = 200 feet
State ID	1N1E33CA 400
Exhibit	B Aug 11, 2021



# Courtyard 21

## SITE PLAN

1" = 8'-0"

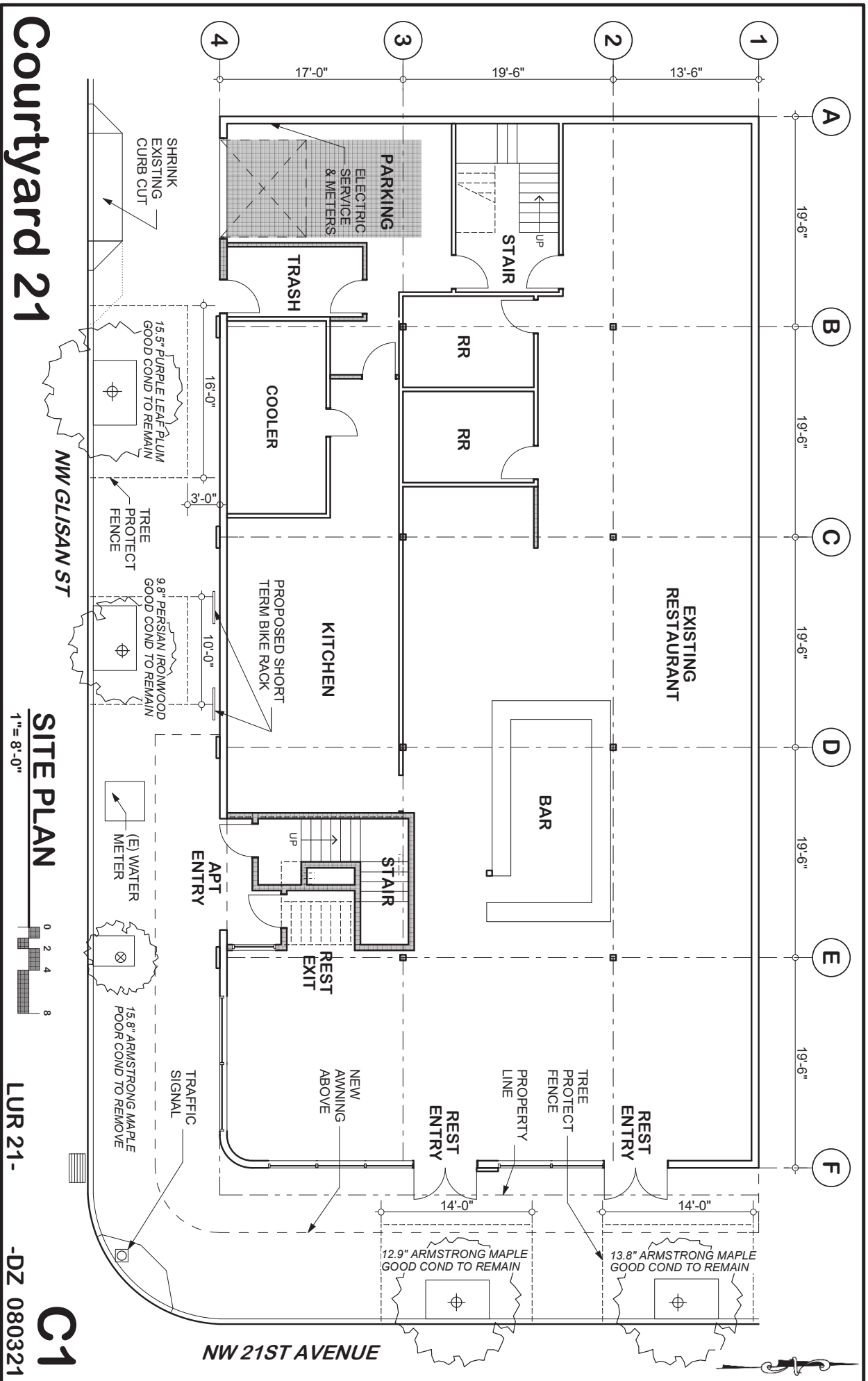


LUR 21-

-DZ 080321

C1

LU 21-076261 HR, Exhibit A10





EAST FACADE GLAZING CALC'S  
33,130.230A STANDARD = 15% MIN  
470 / 1,975 = 24% GLAZING

33,562.240C STANDARD = 15% MIN  
274 / 1,475 = 19% GLAZING

PRIMARY FACADE  
HEIGHT: 39'-6"

AREA: 1,975 SF

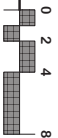


GROUND FLOOR GLAZING CALC  
EXISTING NO CHANGE:  
168 / 400 = 42% GLAZING  
AT GROUND FLOOR  
(33,130.230B STANDARD = 25% MIN)  
(33,415,340 STANDARD = 60% MIN)

Courtyard 21

EAST ELEVATION

1" = 8'-0"



LUR 21-

-DZ 080321

C5

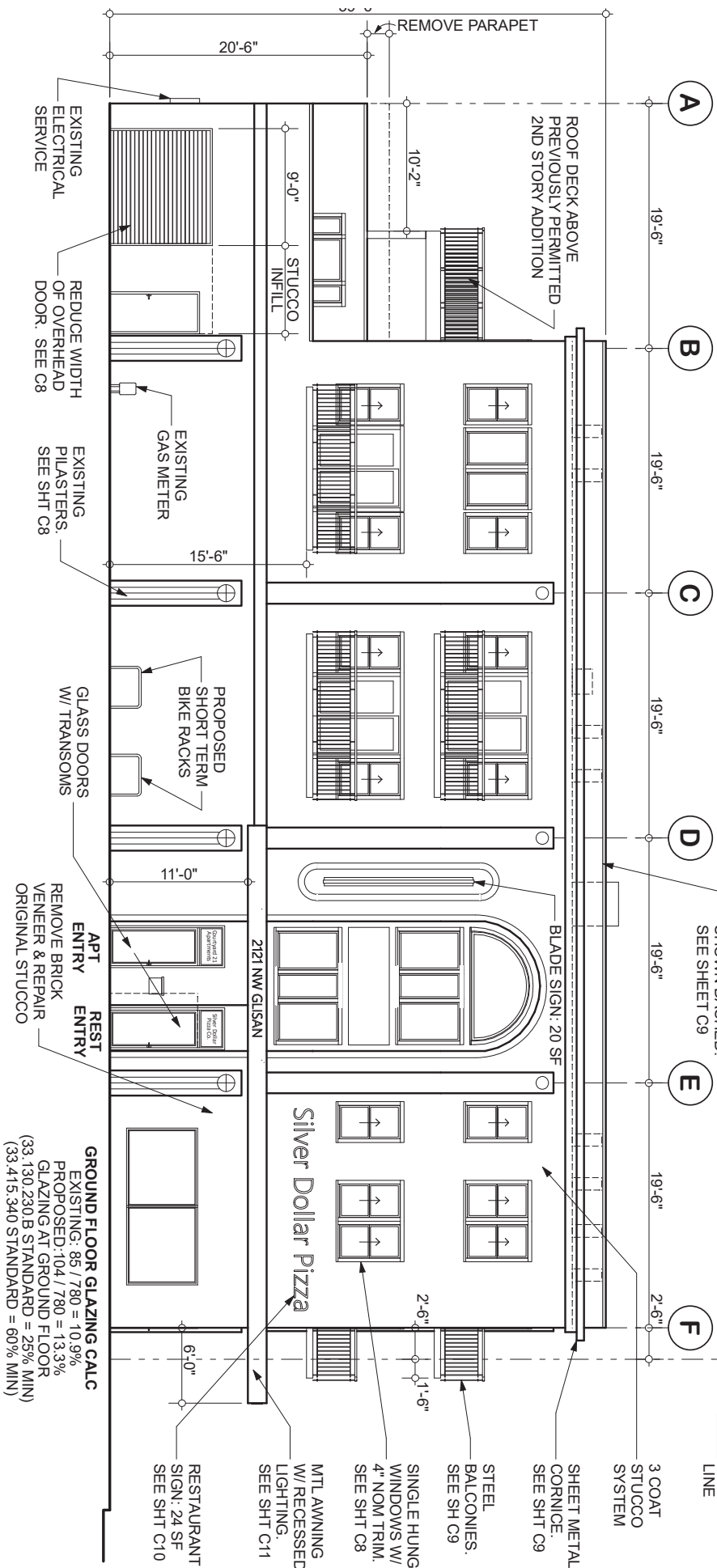
LU 21-076261 HR, Exhibit A10



**SOUTH FACADE GLAZING CALC**  
578 / 3,492 = 16.5% GLAZING  
WINDOWS AND GLASS DOORS  
(33,130.A STANDARD = 15% MIN)

30" HIGH PARAPET  
/ MECH SCREEN,  
EQUIPMENT  
SHOWN DASHED.  
SEE SHEET C9

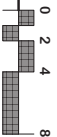
**PRIMARY FACADE**  
HEIGHT: 39'-6"  
AREA: 3,410 SF



Courtyard 21

**SOUTH ELEVATION**

1" = 8'-0"



LUR 21-

-DZ 080321

C6

LU 21-076261 HR, Exhibit A10





**City of Portland, Oregon**  
**Bureau of Development Services**  
**Land Use Services**  
**FROM CONCEPT TO CONSTRUCTION**

Dan Ryan, Commissioner  
Rebecca Esau, Director  
Phone: (503) 823-7300  
Fax: (503) 823-5630  
TTY: (503) 823-6868  
[www.portland.gov/bds](http://www.portland.gov/bds)

Date: December 10, 2021

To: Jack Lyon, Investment Builders, Llc  
3411 NE 65th St., Vancouver, Wa 98661  
(503) 805-1818

From: Grace Jeffreys

RE: LU 21-076261 HR – Courtyard 21

Dear Jack:

I have received your application for a Historic Resource Review at 501 NW 21ST AVE. Your application was deemed complete on **December 8, 2021**. Your case number is given above; the hearing is scheduled for **January 24, 2022, 1:30pm**. I am the planner handling your case and can answer any questions you might have during the process.

You are required to post notice on the site of your proposal 30 days before the hearing. The information below will help you do this. I am also enclosing instructions for making the required posting boards and the notice that should be placed on the signs.

- A. There must be at least one sign every 600 feet.
  - Because your site has 50 feet of frontage on NW 21st, you must post 1 sign along this street. There must be at least one sign every 600 feet.
  - Because your site has 100 feet of frontage on NW Glisan, you must post 1 sign along this street.
- B. These signs must be placed within 10 feet of the street frontage line and must be visible to pedestrians and motorists. You may not post in the public right-of-way.
- C. Because the hearing for your case is scheduled for **January 24, 2022, 1:30pm**, you must post the notice by **December 24, 2021**, 30 days before the hearing.
- D. A certification statement is enclosed, which you must sign and return. The statement affirms that you posted the site. It also confirms your understanding that if you do not post the notice by the date above, your hearing will be automatically postponed. In addition, time limits on our processing of your case will be waived. You must return this statement to us by **January 10, 2022**, 14 days before the hearing.
- E. You should not remove the notice before the hearing, but it must be taken down within two weeks after the final decision is made on your request.

Encl: Posting Notice  
Statement Certifying Posting

cc: Application Case File



## Courtyard 21

Traducción e interpretación | Chuyển Ngữ hoặc Phiên Dịch | 翻译或译译 | Turjumida ama Fasiraadda | 翻訳または通訳 | ການແປພາສາ ຫຼື ການອະທິບາຍ  
Письменныйили устный перевод | Traducere sau Interpretare | 번역및통역 | الترجمة التحريرية أو الشفوية | Письмовий або усний переклад



Investment Builders, Llc \*Jack Lyon\*  
Applicant  
INVESTMENT BUILDERS, LLC  
3411 NE 65th St  
Vancouver, Wa 98661  
(503) 805-1818

DATE: 12/28/21

TO: Grace Jeffreys  
Bureau of Development Services  
1900 SW Fourth Ave., Suite 5000  
Portland, Oregon 97201

**APPLICANT'S STATEMENT CERTIFYING POSTING**

**Case File LU 21-076261**

This certifies that I have posted notice on my site as required by the Zoning Code. I understand that the hearing is scheduled for January 24, 2022, 1:30pm, and that I was required to post the property at least 30 days before the hearing.

The required number of poster boards, with the notices attached, were set up on 12/21/21 (date). These were placed within 10 feet of the street frontage line so that they were visible to pedestrians and motorists.

I understand that this form must be returned to the Bureau of Development Services no later than **January 10, 2022**, 14 days before the scheduled hearing. I also understand that if I do not post the notices by 30 days before the hearing or return this form by 14 days before the hearing, my hearing will automatically be postponed. I also understand this will result in a waiver of the time limits for processing my case.

In addition, I understand that I may not remove the notices before the hearing but am required to remove them within two weeks of the final decision on my request.

  
\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

0011000000  
\_\_\_\_\_  
Address

00000000r00 0008001  
\_\_\_\_\_  
City/State/Zip Code



**Date:** January 4, 2022  
**To:** Interested Person  
**From:** Hillary Adam, Land Use Services  
503-823-8953 / Hillary.Adam@portlandoregon.gov

## **NOTICE OF A PUBLIC HEARING ON A PROPOSAL IN YOUR NEIGHBORHOOD**

CASE FILE: LU 21-076261 HR – Courtyard 21  
PC # 20-188301

REVIEW BY: Historic Landmarks Commission

WHEN: January 24, 2022 @ 1:30pm

Remote Access: Historic Landmarks Commission Agenda

<https://www.portlandoregon.gov/bds/HLCagenda>

**Due to the City's Emergency Response to COVID19, this land use hearing will be limited to remote participation via Zoom. Please refer to the instructions included with this notice to observe and participate remotely.**

It is important to submit all evidence to the Historic Landmarks Commission. City Council will not accept additional evidence if there is an appeal of this proposal.

Development has been proposed in your neighborhood requiring a land use review. The proposal, review process, and information on how to respond to this notice are described below. A copy of the site plan and zoning map are attached. I am the staff person handling the case. Please call me if you have questions regarding this proposal. Please contact the applicant if you have questions regarding any future development on the site.

**Applicant:** Jack Lyon  
Investment Builders, LLC  
3411 NE 65th St  
Vancouver, WA 98661  
[jack@investmentbuilders.net](mailto:jack@investmentbuilders.net) / 503-805-1818

**Owner:** 21 Glisan LLC  
Po Box 4803  
Parker, CO 80134-1462

**Owner Representative:** Brad Johnson  
21 Glisan, LLC  
11640 SW Jody St  
Beaverton, OR 97005  
[501glisan@dragonreef.com](mailto:501glisan@dragonreef.com) / 303-396-2322



**Site Address:** 501 NW 21ST AVE

**Legal Description:** BLOCK 18 LOT 4, KINGS 2ND ADD  
**Tax Account No.:** R452303010  
**State ID No.:** 1N1E33CA 00400  
**Quarter Section:** 3027

**Neighborhood:** Northwest District, contact Greg Theisen at 503-227-5430.  
**Business District:** Nob Hill, contact Nob Hill at nobhillportland@gmail.com.  
**District Coalition:** Neighbors West/Northwest, contact Mark Sieber at 503-823-4212.

**Plan District:** Northwest  
**Other Designations:** Non-contributing resource in the Alphabet Historic District

**Zoning:** CM2(MU-U)m – Commercial Mixed-Use 2 with Centers Main Street overlay and Historic Resource Portetion overlay

**Case Type:** HR – Historic Resource Review  
**Procedure:** Type III, with a public hearing before the Historic Landmarks Commission. The decision of the Historic Landmarks Commission can be appealed to City Council.

**Proposal:**

The applicant proposes to add two stories of apartments over an existing one-story noncontributing building that contains a restaurant in the Alphabet Historic District. The proposed new second and third levels will contain four apartments each, centered around an enclosed courtyard, with a new lobby/stair and recycling/trash room at the ground level.

Historic resource Review is required because the proposal is for non-exempt exterior alterations in a historic district.

**Relevant Approval Criteria:**

In order to be approved, this proposal must comply with the criteria of Title 33. The relevant criteria are:

- Community Design Guidelines
- Historic Alphabet District: Community Design Guidelines Addendum

Zoning Code Section 33.700.080 states that Land Use Review applications are reviewed under the regulations in effect at the time the application was submitted, provided that the application is complete at the time of submittal, or complete within 180 days. This application was submitted on August 10, 2021 and determined to be complete on December 8, 2021.

**DECISION MAKING PROCESS**

The Bureau of Development Services will be making a recommendation on this proposal; our report and recommendation will be available 10 days before the hearing. The Staff report will be posted on the Bureau of Development Services website at <http://www.portlandoregon.gov/bds/35625> . Land use review notices are listed on the website by the District Coalition in which the site is located; the District Coalition for this site is identified at the beginning of this notice. The file and all evidence on this case are available for your review by appointment only. Please call the Request Line at our office, 1900 SW Fourth Avenue, Suite 5000, phone 503-823-7617, to schedule an appointment. I can provide some information over the phone. Copies of all information in the file can be obtained for a fee equal to the cost of services. Additional information about the City of Portland, city bureaus, and a digital copy of the Portland Zoning Code is available on the City's website at <http://www.portlandoregon.gov>.



The neighborhood association, listed on the first page of this notice, may take a position on this application and may have scheduled an open meeting prior to making their recommendation to the Bureau of Development Services. Please contact the person listed as the neighborhood contact to determine the time and date of this meeting.

**We are seeking your comments on this proposal.** To comment, you may write or testify at the remote hearing. Please refer to the file number when seeking information or submitting testimony. In your comments, you must address the approval criteria as stated in the administrative report and decision which you previously received. Please note that all correspondence and testimony received will become part of the public record.

**Written comments must be received by the close of the record and should include the case file number.** Any new written testimony should be emailed to Hillary Adam at [Hillary.Adam@portlandoregon.gov](mailto:Hillary.Adam@portlandoregon.gov).

**Please note regarding USPS mail:** If you choose to mail written testimony via USPS, due to the Covid-19 Emergency, USPS mail is only received a couple times a week, and testimony must be received before the close of the record. Therefore, please mail testimony well in advance of the hearing date.

Thank you for any information you can provide regarding this case. Note: If you have already written, it is not necessary to write again; your correspondence will be given to the Historic Landmarks Commission.

**If you plan to testify at the hearing, please refer to instructions included with this notice.**

The applicant and proponents have the burden of proof to show that each and every element of the approval criteria are satisfied. In order to prevail, the opponents must persuade the Historic Landmarks Commission to find that the applicant has not carried the burden of proof with regard to one or more of the approval criteria. The opponents may also explain to the Historic Landmarks Commission how or why the facts asserted by the applicant are not supported by evidence in the record. Opponents may wish to recommend conditions of approval which will make the proposal more acceptable, if approved.

Prior to the conclusion of the hearing before the Historic Landmarks Commission, any participant may request an opportunity to present additional evidence or testimony regarding the application. If such a request is made, the record will be held open for seven days to receive the new evidence and the record shall be held open for at least an additional seven days to provide the other parties an opportunity to respond to that new evidence.

ORS 227.178 states the City must issue a final decision on Land Use Review applications within 120-days of the application being deemed complete. The 120-day review period may be extended at the request of the applicant.

#### **APPEAL PROCESS**

You can appeal the Historic Landmarks Commission decision to City Council. However, the appeal to City Council will be conducted as an on-the-record review of the Historic Landmarks Commission decision. The City Council will consider legal arguments (for example arguments pointing out ways the Historic Landmarks Commission decision improperly interprets or applies relevant approval criteria). The City Council will also consider arguments that the Historic Landmarks Commission findings are not supported by the evidence submitted to the Historic Landmarks Commission. However, the City Council will not accept or consider new evidence that was not submitted to the Historic Landmarks Commission.



A fee is charged for appeals. Recognized neighborhood associations may qualify for an appeal fee waiver. City Council's decision may be appealed to the Oregon Land Use Board of Appeals (LUBA).

Failure to raise an issue, in person or by letter, by the close of the record by the Historic Landmarks Commission in this case may preclude an appeal to LUBA on that issue. Also, if you do not provide enough detailed information to the Historic Landmarks Commission, they may not be able to respond to the issue you are trying to raise. In such a situation, an appeal to LUBA on that issue may not be allowed.

Thank you for any information you can provide to help us make this decision. Please call me if you have any questions. My name and number are on the first page of this notice.

#### **HEARING CANCELLATION**

This public hearing will be cancelled due the inclement weather or other similar emergency.

- Design Commission, Historic Landmarks Commission or Adjustment Committee: This public hearing will be cancelled if Portland Public Schools close due to inclement weather or other similar emergency. Check local television and radio reports for school closures. Please call the Bureau of Development Services at 503-823-7617, for information regarding cancellations or rescheduling.

The hearing will be rescheduled for the earliest possible date. A renotification notice will not be sent.

To attend the hearing, public transportation is available. Tri-Met buses stop near the BDS building at SW Fifth or Sixth Ave. at SW Hall St. and SW Harrison St. Call Tri-Met at 503-238-7433 (or [www.trimet.org](http://www.trimet.org)) for routes and times. Hourly rated public parking is available a half block south of the building on Fourth Ave.

**The Bureau of Development Services is committed to providing equal access to information and hearings. Please notify us no less than five business days prior to the event if you need special accommodations. Call 503-823-7300 (TTY 503-823-6868).**

#### **Enclosures:**

Zoning Map  
Site Plan  
East Elevation  
South Elevation



# Applicant's Guide to Zoom Webinar Hearings for Design Commission and Landmarks Commission

## Preparing for the Webinar

1. Test your set-up. The easiest way to make sure that you're all set for the Webinar is to try out Zoom's "[test meeting](#)". If your audio and video work on this test, you will be fine when you join the Webinar.
  - We recommend downloading Zoom to your desktop or phone ([Learn more about downloading Zoom](#)) so that you can make use of its full functionality. You can also download the [Zoom app](#) for easy entry into the Webinar.
  - Some helpful resources from Zoom: Check out these resources from Zoom: [FAQ](#) and [Zoom Video Tutorials](#).
2. We will open the Zoom Webinar 30 minutes before the hearing, so you can log on, say hi, do a sound check, try a few Zoom features such as raising hands, and get settled.
3. Review the agenda and know when your item will be coming up.
4. Turn off computer notifications so we don't hear them during the Webinar.
5. Please have all presentation materials prepared, open, and ready to go.
  - All other documents and windows should be closed. This will help facilitate easier transitions to screen-sharing.
6. Applicants will be on video, so check your background for distractions.
  - Try as much as possible to avoid distractions on your computers.
  - Always keep your mic muted unless you're presenting.

## Getting into the Webinar

1. You can enter the Webinar before it starts to make sure your set-up is working. Please login about 20-30 minutes prior to the start time, so you can log in, say hi, do your sound check, and get settled.
2. To join the Webinar via computer, smartphone, or tablet, follow the link you receive. As Staff will be sharing their screens (documents or PowerPoint presentations), we highly encourage you use a computer so that the information is readable.
3. If you do have a slower internet connection, consider connecting to video via your computer and also connecting to audio via your cell phone, or consider turning off video if experiencing poor voice quality.

## During the Webinar

1. The Webinar will be organized the following way:
  - **Hosts/ co hosts** [Clerks, Commission Leadership, Liaisons],
  - **Panelists** [Commissioners, Staff and Applicants], and
  - **Attendees** [public].
2. We ask that Commission members, presenters, and staff with a presenting or facilitating role to be on camera most of the time. We understand if you need to periodically turn off your camera to take care of what needs to be done.



3. When speaking, please remember to identify yourself for the Public and for Close Captioning.
4. When not speaking, please remember to mute your microphone.
5. Chat function – We will **not** be using the Chat function in Zoom for DC/ HLC hearings.
6. Breaks – We will be taking 15-minute breaks between cases.

#### **Public participation in the Webinar:**

1. After Staff and Applicant presentations, the Chair will announce public testimony is open, and will ask if anyone else would like to testify.
2. The following is instruction given to the Public so they can provide public comment in this Webinar in several ways:
  - If during registration you indicated you would like to testify, we will put your name in order of request.
  - Members of the public will be automatically muted except for when they are called by the Hearings Clerk for their public comment. During the Webinar, the Hearings Clerk will unmute participants in the order of Webinar Registrations received.
  - If you indicated in your registration that you did not want to testify but later changed your mind, when testimony is open:
    1. Click the “raise your hand” function in ZOOM, and the Hearings Clerk will add you to the list of testifiers.
    2. If you will be participating by call-in, raise your hand by pressing \*9 – the Webinar host will see this notification.
  - When you are unmuted, your name will be announced by the Hearings Clerk. Please be prepared to provide testimony.
  - Each testifier is allotted 2 minutes of testimony.
  - Please manage your time when testifying, the Hearings Clerk will provide a 15 second warning.
3. We will enable video sharing only for Design and Landmarks Commission members, project teams, and staff participating in the Webinar.

#### **Follow-up:**

1. The Webinar will be recorded and uploaded to the City of Portland Auditors website, under the Case File Number, here: <https://efiles.portlandoregon.gov/Search>.

#### **FAQs**

##### **How do I sign up for Zoom?**

You can sign up for a free Zoom account at [zoom.us/signup](https://zoom.us/signup), but you don't have to sign up to join a Design Commission or Landmarks Commission Webinar Hearing.

##### **How do I join a Zoom meeting?**

You can join a meeting by clicking the meeting link or going to [join.zoom.us](https://join.zoom.us) and entering in the meeting ID. [Learn more about joining a meeting.](#)

##### **I can't hear anything, what should I do?**

On most devices, you can join computer/device audio by clicking Join Audio, Join with Computer Audio, or Audio to access the audio settings. [Learn more about connecting your audio.](#)

##### **How do I use Zoom on my PC or Mac?**



After downloading Zoom, [learn how to use the Zoom Desktop Client](#).

**Why is there echo in the meeting?**

Echo can be caused by many things, such as a participant connected to the meeting audio on multiple devices or two participants joined in from the same local. [Learn about common causes of audio echo](#).

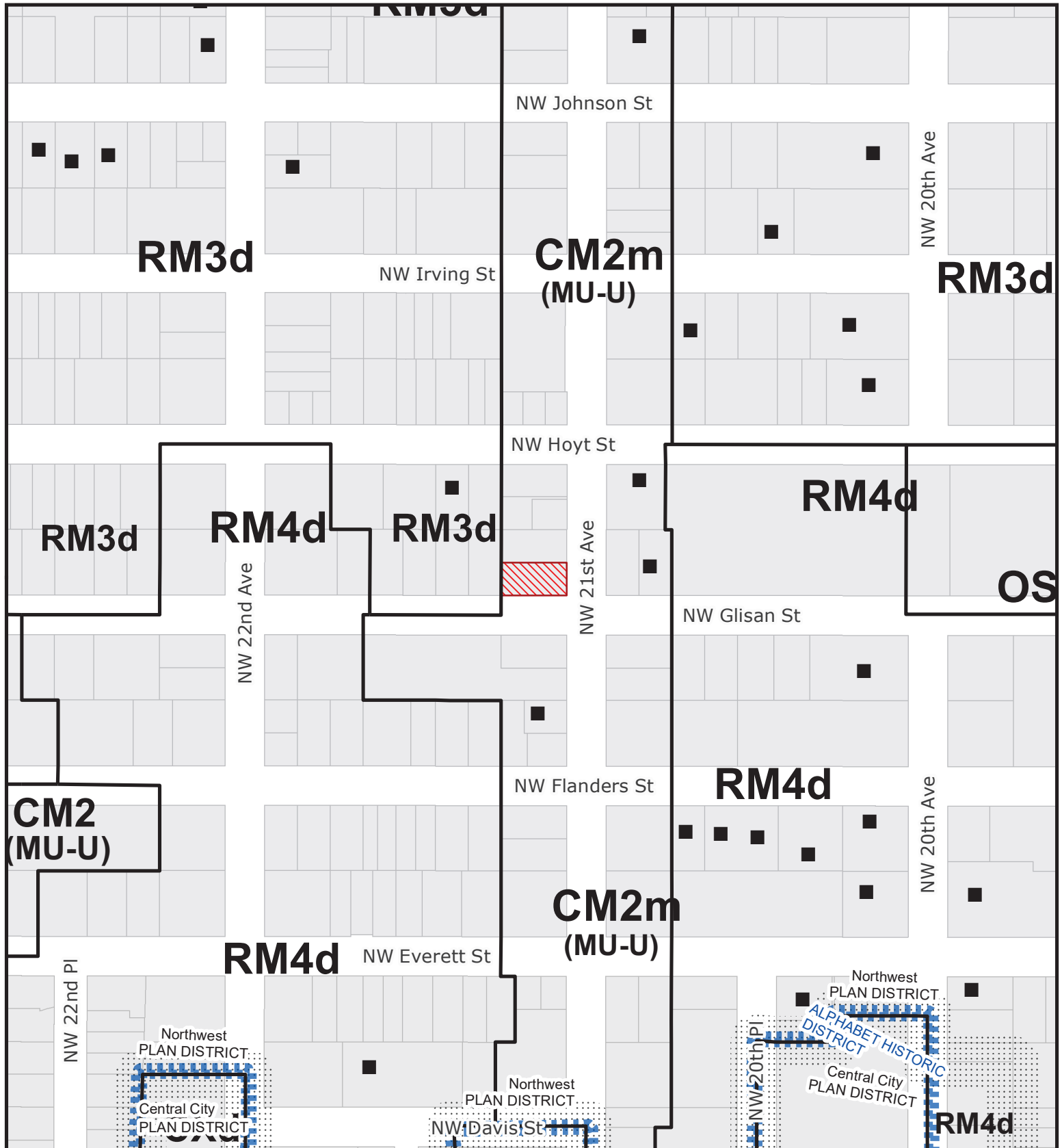
**Audio isn't working on my mobile device.**

[Read tips on troubleshooting audio that isn't working on your iOS or Android device](#).

**Audio isn't working on my laptop. What should I do?**

You can dial in from your phone at the given meeting number.





# ZONING

↑ NORTH

For Zoning Code in effect Post August 1, 2021

NORTHWEST PLAN DISTRICT  
ALPHABET HISTORIC DISTRICT



Site



Historic Landmark

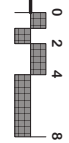
File No.	LU 21 - 076261 HR
1/4 Section	3027
Scale	1 inch = 200 feet
State ID	1N1E33CA 400
Exhibit	B Aug 11, 2021



# Courtyard 21

## SITE PLAN

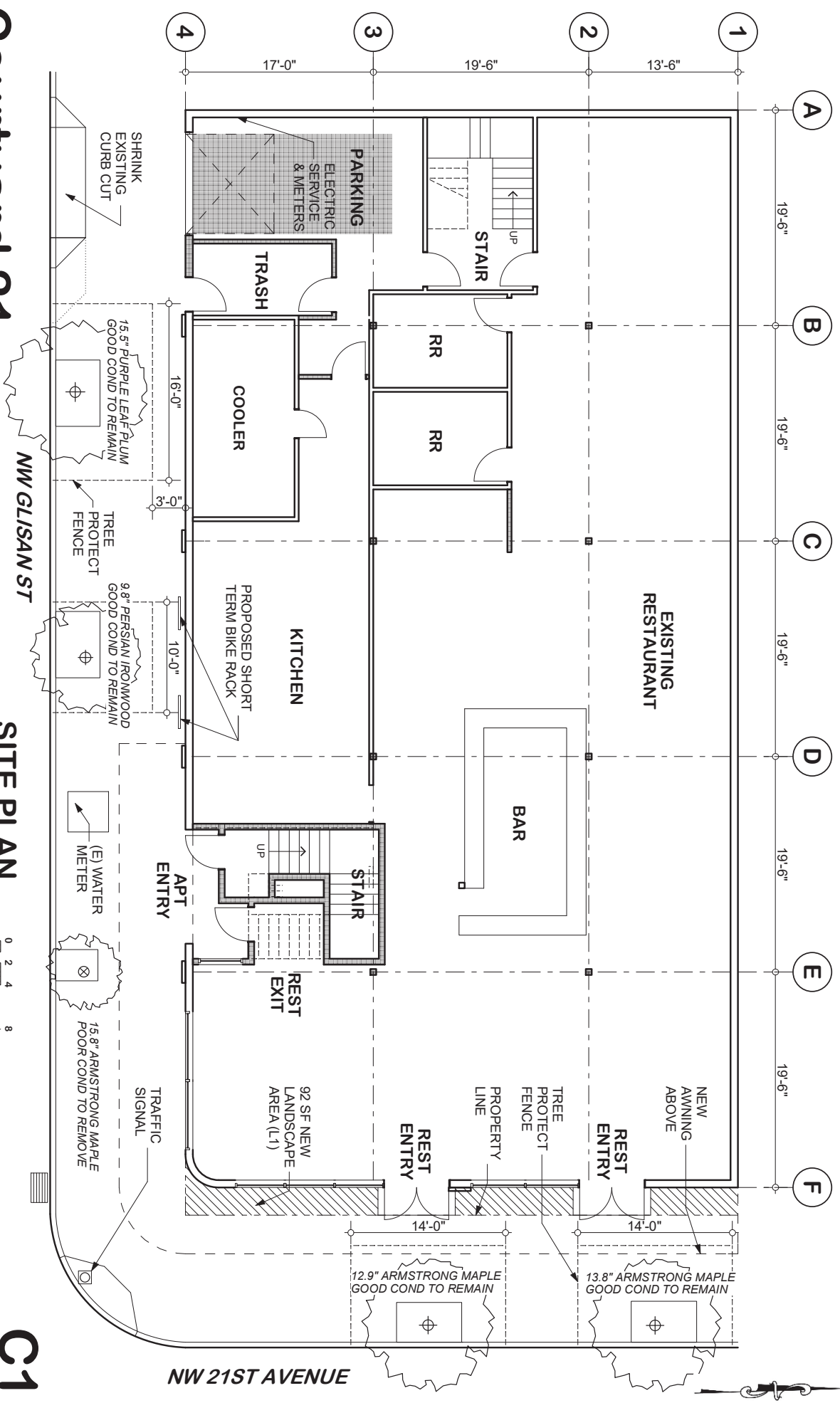
1" = 8'-0"



LUR 21-

-DZ 080321

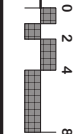
C1





Courtyard 21

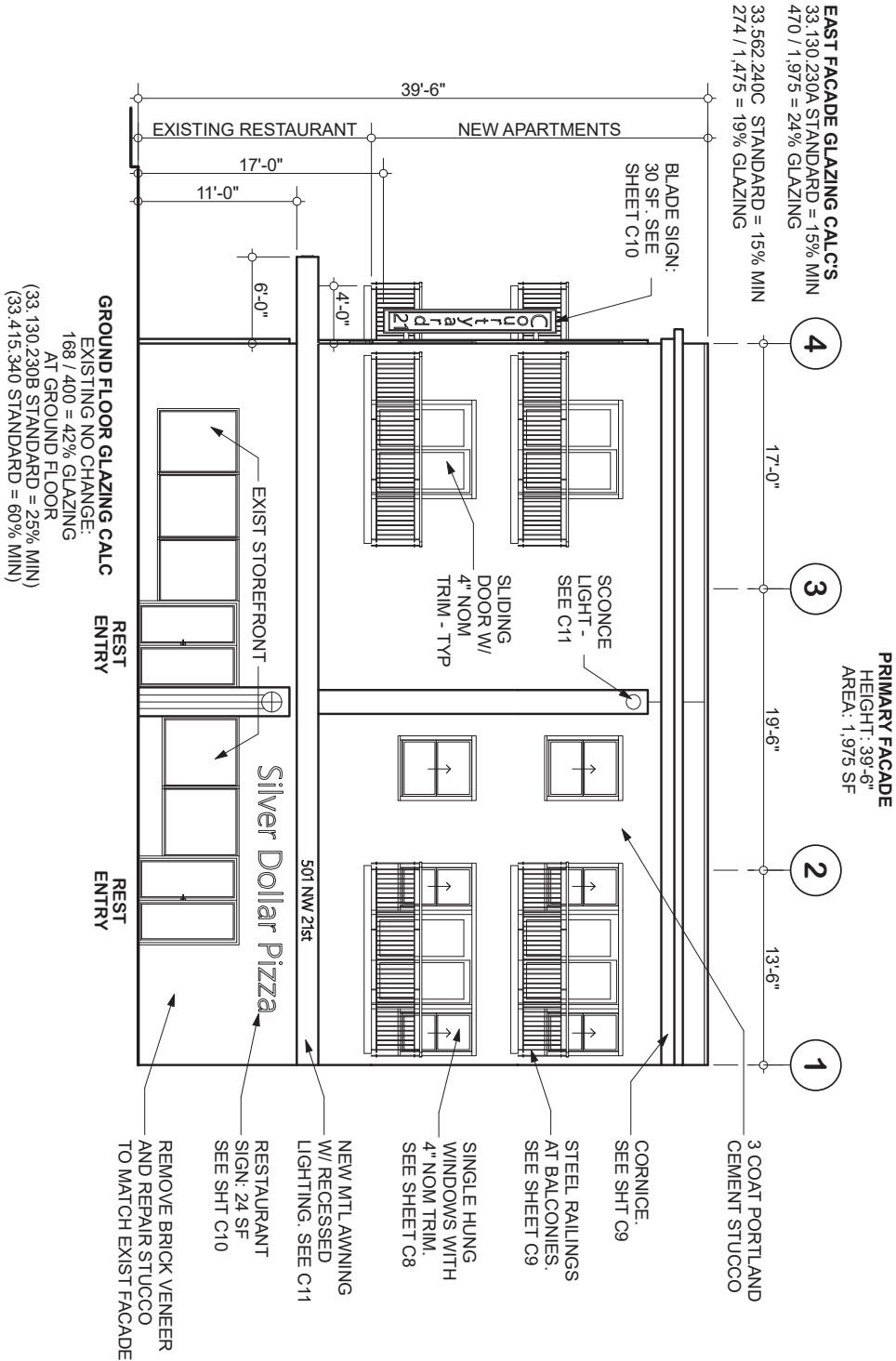
EAST ELEVATION



LUR 21-

-DZ 080321

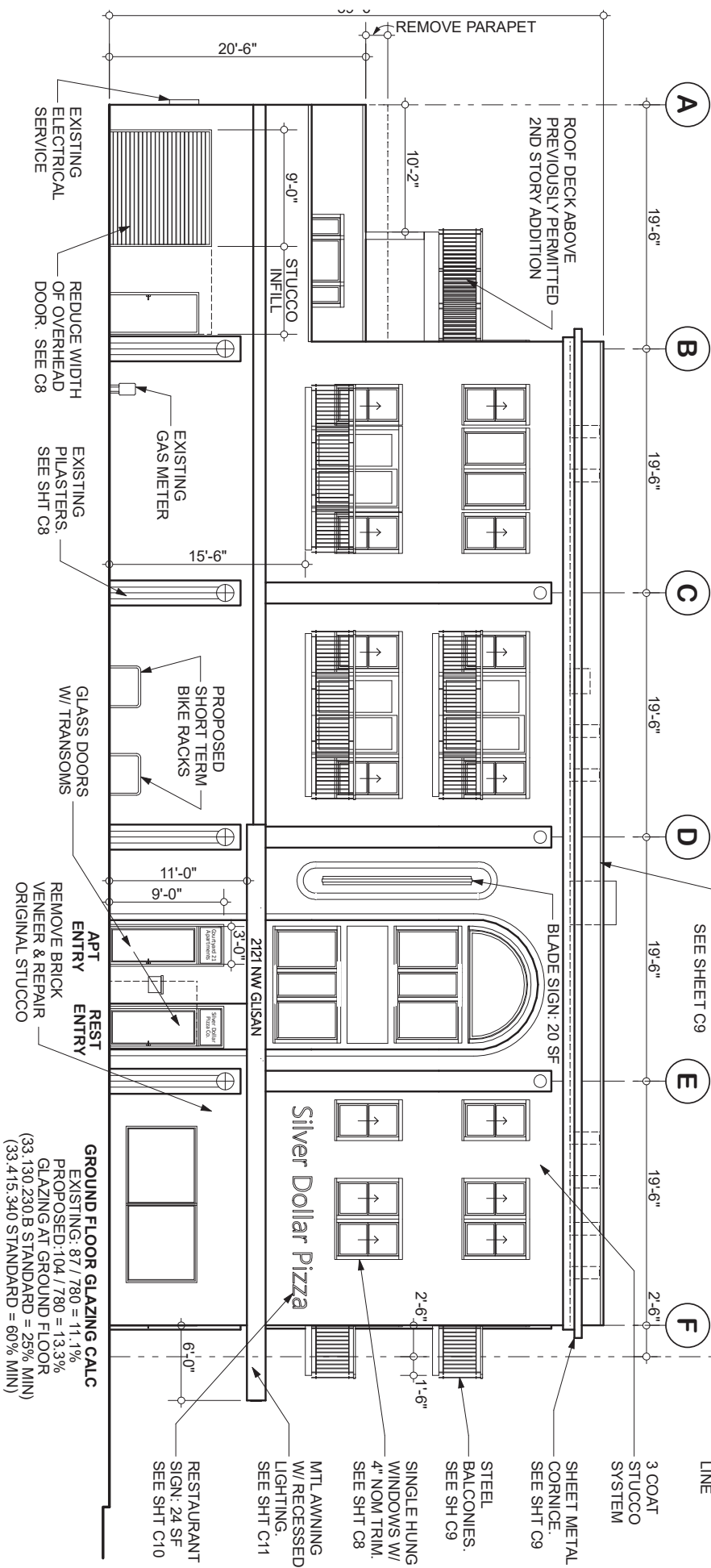
C5





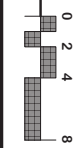
**SOUTH FACADE GLAZING CALC**  
 578 / 3,492 = 16.5% GLAZING  
 WINDOWS AND GLASS DOORS  
 (33,130.A STANDARD = 15% MIN)

**PRIMARY FACADE**  
 HEIGHT: 39'-6"  
 AREA: 3,410 SF



**Courtyard 21**

**SOUTH ELEVATION**



LUR 21-

-DZ 080321

**C6**



	A	B	C	D	E	F
1	ENDORSEMENT	INFO1	INFO2	NAME	ADDRESS/IO ADDRESS	CITYSTATEZIP/ADDRESSEE
2	RETURN SERVICE REQUESTED		1N1E33BD 5300	21 IRVING LLC	2839 SW 2ND AVE	PORTLAND OR 97201-4736
3	RETURN SERVICE REQUESTED		1N1E33BD 5400	COMPASSION & CHOICES	PO BOX 101810	DENVER CO 80250
4	RETURN SERVICE REQUESTED		1N1E33BD 5400	KAICON LLC	1940 NW RAMSEY CT DR	PORTLAND OR 97229
5	RETURN SERVICE REQUESTED		1N1E33BD 5400	MODE ADJUST LLC	986 NE AYRSHIRE DR	HILLSBORO OR 97124
6	RETURN SERVICE REQUESTED		1N1E33BD 5400	SCHROTT SARAH LCSW	2187 SW MAIN ST STE 203	PORTLAND OR 97205
7	RETURN SERVICE REQUESTED		1N1E33BD 5400	THE JENSEN FREEMAN FAMILY LLC	9400 SW BARNES RD #400	PORTLAND OR 97225
8	RETURN SERVICE REQUESTED		1N1E33BD 5400	VOOKS INC	2066 NW IRVING ST #4	PORTLAND OR 97209
9	RETURN SERVICE REQUESTED		1N1E33BD 6000	BK7 LLC	7244 SE OGDEN ST	PORTLAND OR 97206-7962
10	RETURN SERVICE REQUESTED		1N1E33BD 6100	MINDELL ARNOLD TR & MINDELL AMY TR	P O BOX 549	YACHATS OR 97498
11	RETURN SERVICE REQUESTED		1N1E33BD 6100	PROCESS WORK INSTITUTE	2049 NW HOYT ST	PORTLAND OR 97209
12	RETURN SERVICE REQUESTED		1N1E33BD 6200	2061 NW HOYT LLC	813 SW REGENCY PL	PORTLAND OR 97225
13	RETURN SERVICE REQUESTED		1N1E33BD 6300	21 SCREENS LLC	616 NW 21ST AVE	PORTLAND OR 97209
14	RETURN SERVICE REQUESTED	1N1E33BD 6300	21ST AVE QUICK STOP MARKET LLC	ATTN HASSAN IKHLAS	602 NW 21ST AVE	PORTLAND OR 97209
15	RETURN SERVICE REQUESTED		1N1E33BD 6300	CRONIN INVESTMENTS 21ST AVE	1616 S HARBOR WAY # 408	PORTLAND OR 97201-5165
16	RETURN SERVICE REQUESTED		1N1E33BD 6300	MAC LAM T	632 NW 21ST AVE	PORTLAND OR 97209
17	RETURN SERVICE REQUESTED		1N1E33BD 6300	PAC-VAN INC	9155 HARRISON PARK CT	INDIANAPOLIS IN 46216
18	RETURN SERVICE REQUESTED	1N1E33BD 6400	SCHOOL DISTRICT NO 1	ATTN REAL ESTATE & ASSET MGMT	PO BOX 3107	PORTLAND OR 97208-3107
19	RETURN SERVICE REQUESTED		1N1E33BD 6500	SIXSTORIES LLC	30 NW 23RD PL	PORTLAND OR 97210
20	RETURN SERVICE REQUESTED		1N1E33BD 6600	HORI DAVID	529 NW 21ST AVE	PORTLAND OR 97209
21	RETURN SERVICE REQUESTED		1N1E33BD 6600	J T BARRINGER'S INC	11709 SE DIVISION ST	PORTLAND OR 97266
22	RETURN SERVICE REQUESTED		1N1E33BD 6700	EHNA INC	539 NW 21ST AVE	PORTLAND OR 97209
23	RETURN SERVICE REQUESTED		1N1E33BD 6800	TUALATIN INVESTMENT CORP	900 SW 5TH AVE #1700	PORTLAND OR 97204-1226
24	RETURN SERVICE REQUESTED		1N1E33BD 6800	VOICEBOX INC	734 SE 6TH AVE	PORTLAND OR 97214-2225
25	RETURN SERVICE REQUESTED		1N1E33BD 6900	WEST ASSOCIATES LLC	P O BOX 10559	PORTLAND OR 97296-0559
26	RETURN SERVICE REQUESTED		1N1E33BD 7000	BAXTER STEPHEN P & SIMPSON BRITTANY	1821 NW 23RD PL	PORTLAND OR 97210
27	RETURN SERVICE REQUESTED	1N1E33BD 70000	ASSOCIATION OF # OWNERS OF	THE BARRINGTON CONDO	840 NW SUMMIT AVE	PORTLAND OR 97210
28	RETURN SERVICE REQUESTED		1N1E33BD 70001	BIRNDORF MICHAEL & CHOE YOONHUI	650 NW ALPINE TER	PORTLAND OR 97210
29	RETURN SERVICE REQUESTED		1N1E33BD 70002	ROMANO THOMAS J & FOOTE JESSICA G	6259 SW BURLINGAME AVE	PORTLAND OR 97239
30	RETURN SERVICE REQUESTED		1N1E33BD 70003	TOMPKINS R DABNEY TR	2182 NW HOYT ST # 3	PORTLAND OR 97210-3270
31	RETURN SERVICE REQUESTED		1N1E33BD 70004	ROSENTHAL SCOTT & MOLINOFF SARAH	2182 NW HOYT ST #4	PORTLAND OR 97210-3270
32	RETURN SERVICE REQUESTED		1N1E33BD 70005	HAGGAR JULIAN & KELLEY E	2182 NW HOYT ST #5	PORTLAND OR 97210
33	RETURN SERVICE REQUESTED		1N1E33BD 70006	DEIGNAN JASON T	2182 NW HOYT ST #15	PORTLAND OR 97210
34	RETURN SERVICE REQUESTED		1N1E33BD 70007	STARRS THOMAS J & STARRS ERIKA J	5808 SW 41ST AVE	PORTLAND OR 97221-3407
35	RETURN SERVICE REQUESTED		1N1E33BD 70008	PTACEK THOMAS J & WELCH CHARLES H	3034 MANOA RD	HONOLULU HI 96822
36	RETURN SERVICE REQUESTED		1N1E33BD 70009	FEINSTEIN DAVID & PONDER NANCY	142 ELKAY DR	EUGENE OR 97404
37	RETURN SERVICE REQUESTED		1N1E33BD 70010	KIM KARL E TR & YOON SHILLA K H TR	2564 SONOMA PL	HONOLULU HI 96822-1911
38	RETURN SERVICE REQUESTED		1N1E33BD 70011	MAC DONALD-JOHNSTON JUDY E	448 BEACON ST #8	BOSTON MA 02115
39	RETURN SERVICE REQUESTED		1N1E33BD 70012	GROSSE KEITH	955 OAK TER	LAKE OSWEGO OR 97034-4664
40	RETURN SERVICE REQUESTED		1N1E33BD 70013	BARRAGAR ANNE L	2182 NW HOYT ST #10	PORTLAND OR 97210-3270
41	RETURN SERVICE REQUESTED		1N1E33BD 70014	FUERST RORY	431 BURGESS DR STE 110	MENLO PARK CA 94025-3478
42	RETURN SERVICE REQUESTED		1N1E33BD 70015	HED FAMILY PROPERTY DEVELOPMENT LLC	2329 NE THOMPSON ST	PORTLAND OR 97212
43	RETURN SERVICE REQUESTED	1N1E33BD 70016	CALIENDO ALBERT J	& EDWARDS-DENNEY BRONWEN	641 NW 24TH AVE	PORTLAND OR 97210
44	RETURN SERVICE REQUESTED		1N1E33BD 7100	2146 NW HOYT LLC	35401 SW GREER RD	NEWBERG OR 97132
45	RETURN SERVICE REQUESTED		1N1E33BD 7200	HIROSHI LLC	4404 SE 27TH AVE	PORTLAND OR 97202
46	RETURN SERVICE REQUESTED		1N1E33BD 7300	BUCKLEY MARY C & DUCKETT JOAN	2187 NW HOYT ST	PORTLAND OR 97210-3214
47	RETURN SERVICE REQUESTED		1N1E33BD 7400	CLARK GEORGANNE & CLARK SEAN	2179 NW HOYT ST	PORTLAND OR 97210
48	RETURN SERVICE REQUESTED		1N1E33BD 7500	ERNST TRAVIS K & ERNST JULI A	2171 NW HOYT ST	PORTLAND OR 97210
49	RETURN SERVICE REQUESTED		1N1E33BD 7600	STEELE DAVID A & STEELE LORIE L	610 NW 22ND AVE	PORTLAND OR 97210-3203
50	RETURN SERVICE REQUESTED		1N1E33BD 7700	SHEPARD AMOS	2830 NW 29TH AVE	PORTLAND OR 97210
51	RETURN SERVICE REQUESTED		1N1E33BD 7800	AVON WI LLC	4250 SW COUNCIL CREST DR	PORTLAND OR 97201-1531
52	RETURN SERVICE REQUESTED		1N1E33BD 7900	JANNIRO MICHAEL E	2248 NW JOHNSON ST	PORTLAND OR 97210-3229
53	RETURN SERVICE REQUESTED		1N1E33BD 8000	HATHAWAY LEROY & HATHAWAY DOREEN	2139 NW HOYT ST	PORTLAND OR 97210
54	RETURN SERVICE REQUESTED		1N1E33BD 8100	GURGANUS HELEN F TR	4821 SE 33RD PL	PORTLAND OR 97202
55	RETURN SERVICE REQUESTED		1N1E33BD 8400	DART EQUITY LLC	4113 WOLF BERRY CT	LAKE OSWEGO OR 97035-1827
56	RETURN SERVICE REQUESTED		1N1E33BD 8500	GRAMBO RICHARD O	12415 PACIFIC WAY	LONG BEACH WA 98631
57	RETURN SERVICE REQUESTED		1N1E33BD 8600	ROBIN DES BOIS LLC	888 SW 5TH AVE #1600	PORTLAND OR 97204
58	RETURN SERVICE REQUESTED		1N1E33BD 8700	625 NW 21ST LLC	116 NE 6TH AVE #400	PORTLAND OR 97232-2904
59	RETURN SERVICE REQUESTED		1N1E33BD 9000	M4-IRVING2138 LLC	7298 SE DIVISION ST	PORTLAND OR 97206-1101
60	RETURN SERVICE REQUESTED		1N1E33BD 9100	JAPHET MICHAELI REV TR	1155-1159 BEECH ST	PALO ALTO CA 94303
61	RETURN SERVICE REQUESTED		1N1E33BD 9200	HOWELL LIV TR	2148 NW IRVING ST	PORTLAND OR 97210
62	RETURN SERVICE REQUESTED		1N1E33BD 9300	EXETER/ADELINE PARTNERS	3039 NE 15TH AVE	PORTLAND OR 97212
63	RETURN SERVICE REQUESTED		1N1E33BD 9400	1405 SW LAUREL LLC	PO BOX 510	LAKE OSWEGO OR 97034
64	RETURN SERVICE REQUESTED		1N1E33CA 100	CARSON FAMILY INVESTMENTS LLC	1425 LAKE FRONT RD	LAKE OSWEGO OR 97034
65	RETURN SERVICE REQUESTED		1N1E33CA 100	CARSON MANAGEMENT INC	PO BOX 571	CLACKAMAS OR 97015
66	RETURN SERVICE REQUESTED		1N1E33CA 1000	MIURA TARO TR & MIURA WANDA TR	507 NE ROYAL CT	PORTLAND OR 97232



	A	B	C	D	E	F
67	RETURN SERVICE REQUESTED		1N1E33CA 10000	2125 FLANDERS LLC	7213 S VIRGINIA AVE	PORTLAND OR 97219
68	RETURN SERVICE REQUESTED		1N1E33CA 10100	GRANT LAWRENCE P ET AL	256 NW MACLEAY BLVD	PORTLAND OR 97210
69	RETURN SERVICE REQUESTED	1N1E33CA 10200	MEYER FAMILY LLC	& WESTFALL PROPERTIES LLC	1800 SW 1ST AVE STE 220	PORTLAND OR 97201
70	RETURN SERVICE REQUESTED	1N1E33CA 10500	ORINGDULPH STEPHEN F	& MORGAN THOMAS W	2195 NW FLANDERS ST	PORTLAND OR 97210
71	RETURN SERVICE REQUESTED		1N1E33CA 10600	CISSELL MARK & LAURA	414 NW 22ND AVE	PORTLAND OR 97210-3412
72	RETURN SERVICE REQUESTED		1N1E33CA 10700	GRANT LAWRENCE P & FINNEGAN KRISTIN	2611 NW WESTOVER RD	PORTLAND OR 97210-3130
73	RETURN SERVICE REQUESTED		1N1E33CA 10800	RMD LLC	28671 SW COSTA CIR E	WILSONVILLE OR 97070-7313
74	RETURN SERVICE REQUESTED		1N1E33CA 10800	TRADER JOES COMPANY	PO BOX 5049	MONROVIA CA 91017
75	RETURN SERVICE REQUESTED		1N1E33CA 10900	2100 NW GLISAN LLC	1800 SW 1ST AVE #220	PORTLAND OR 97201-5326
76	RETURN SERVICE REQUESTED		1N1E33CA 10900	CDR CORP	3720 SW DOSCH RD	PORTLAND OR 97239-1429
77	RETURN SERVICE REQUESTED		1N1E33CA 10900	NW GLISAN RESTAURANT LLC	8630 SW SCHOLLS FERRY RD #321	BEAVERTON OR 97008
78	RETURN SERVICE REQUESTED	1N1E33CA 11000	432 NW 21ST LLC	ATTN JESSICA SANDERS - MANAGER	2347 NE 12TH AVE	PORTLAND OR 97212
79	RETURN SERVICE REQUESTED		1N1E33CA 11000	MC MENAMINS INC	430 N KILLINGSWORTH ST	PORTLAND OR 97217
80	RETURN SERVICE REQUESTED		1N1E33CA 11100	ROSELYN RENEWAL LLC	2316 SE WILLARD ST	MILWAUKIE OR 97222
81	RETURN SERVICE REQUESTED		1N1E33CA 11200	LLRE LLC	1309 S CORBETT HILL CIR	PORTLAND OR 97219
82	RETURN SERVICE REQUESTED		1N1E33CA 11300	122ND GROUP LLC	PO BOX 1862	LAKE OSWEGO OR 97035-0609
83	RETURN SERVICE REQUESTED		1N1E33CA 11400	MCMONIES L L C	4333 NE BROADWAY	PORTLAND OR 97213
84	RETURN SERVICE REQUESTED	1N1E33CA 11500	ISHIMARU PHILIP J	& BULKLEY JONATHAN & BULKLEY HONOR	PO BOX 597006	SAN FRANCISCO CA 94159-7006
85	RETURN SERVICE REQUESTED		1N1E33CA 11600	ISHIPORT 8A LLC & RHP BILTMORE LLC	PO BOX 597006	SAN FRANCISCO CA 94159-7006
86	RETURN SERVICE REQUESTED		1N1E33CA 12000	WESTERN MILLS LLC	PO BOX 4286	PORTLAND OR 97208-4286
87	RETURN SERVICE REQUESTED		1N1E33CA 12100	MPM VULCANO INC	410 NW 21ST AVE	PORTLAND OR 97209
88	RETURN SERVICE REQUESTED		1N1E33CA 12100	UBEHO INVESTMENT CO LLC	P O BOX 3916	PORTLAND OR 97208
89	RETURN SERVICE REQUESTED		1N1E33CA 12200	BISHOP'S BARBERSHOP LLC	4110 SE HAWTHORNE BLVD	PORTLAND OR 97214-5246
90	RETURN SERVICE REQUESTED		1N1E33CA 12200	ENSO ELITE	320 NW 21ST AVE	PORTLAND OR 97209
91	RETURN SERVICE REQUESTED		1N1E33CA 12200	FLANDERS 21 BUILDING LLC	1404 SE BIDWELL ST	PORTLAND OR 97202
92	RETURN SERVICE REQUESTED		1N1E33CA 12200	TRADITIONAL BAKING INC	338 NW 21ST AVE	PORTLAND OR 97209
93	RETURN SERVICE REQUESTED		1N1E33CA 12300	BURNSIDE REALTY LLC	1906 SW MADISON ST #300	PORTLAND OR 97205
94	RETURN SERVICE REQUESTED		1N1E33CA 200	KUNG POW! INC	500 NW 21ST AVE	PORTLAND OR 97209
95	RETURN SERVICE REQUESTED		1N1E33CA 200	REINELL PDX PROPERTIES LLC ET AL	PO BOX 3229	NAPA CA 94558
96	RETURN SERVICE REQUESTED		1N1E33CA 300	ALPHABET DISTRICT PROPERTIES LLC	PO BOX 9393	YAKIMA WA 98909
97	RETURN SERVICE REQUESTED		1N1E33CA 300	GERASIMOV DAVID	511 NW 21ST AVE	PORTLAND OR 97209
98	RETURN SERVICE REQUESTED		1N1E33CA 300	PUBLIK HOUSE LLC	208 SE OAK ST	PORTLAND OR 97214
99	RETURN SERVICE REQUESTED		1N1E33CA 400	SAM'S SILVER DOLLAR PIZZA INC	501 NW 21ST AVE	PORTLAND OR 97209
100	RETURN SERVICE REQUESTED		1N1E33CA 500	CHRISTY ALEX & CHRISTY DEBORAH E	17451 UPPER CHERRY LN	LAKE OSWEGO OR 97034
101	RETURN SERVICE REQUESTED		1N1E33CA 500	LARSEN RACHEL	PO BOX 15282	PORTLAND OR 97293-5282
102	RETURN SERVICE REQUESTED		1N1E33CA 600	MAFFEI GARY R	16977 MAPLE CIR	LAKE OSWEGO OR 97034
103	RETURN SERVICE REQUESTED		1N1E33CA 66000	JENNY CONDOMINIUMS OWNERS' ASSOC	2158 NW FLANDERS ST	PORTLAND OR 97210
104	RETURN SERVICE REQUESTED		1N1E33CA 66001	BOHN MALLORY M	2160 NW FLANDERS ST	PORTLAND OR 97210
105	RETURN SERVICE REQUESTED		1N1E33CA 66002	LAIRD AMY	2158 NW FLANDERS ST	PORTLAND OR 97210
106	RETURN SERVICE REQUESTED		1N1E33CA 700	DAHLIA LLC	7320 SW SHARON LN	PORTLAND OR 97225
107	RETURN SERVICE REQUESTED		1N1E33CA 800	PELETT EMMA	823 SE 3RD AVE	PORTLAND OR 97214
108	RETURN SERVICE REQUESTED		1N1E33CA 8800	SOLORZANO ANNA E	860 N IDAHO ST	SAN MATEO CA 94401
109	RETURN SERVICE REQUESTED		1N1E33CA 900	UNICORN BED LLC	2500 NE SANDY BLVD # C	PORTLAND OR 97232
110	RETURN SERVICE REQUESTED		1N1E33CA 9000	KDS PROPERTIES LLC	2152 NW FLANDERS ST	PORTLAND OR 97210
111	RETURN SERVICE REQUESTED		1N1E33CA 90000	DOLINAJEC GREGORY P & RISA W	921 SW WASHINGTON ST #755	PORTLAND OR 97205
112	RETURN SERVICE REQUESTED		1N1E33CA 90001	MOONDANCE PROPERTIES LLC	1150 NW QUIMBY ST #1804	PORTLAND OR 97209
113	RETURN SERVICE REQUESTED		1N1E33CA 90002	REAVIS JAMES E	2056 NW FLANDERS ST #3	PORTLAND OR 97209
114	RETURN SERVICE REQUESTED		1N1E33CA 90003	JOURET JACQUELINE A	2046 NW FLANDERS ST #1	PORTLAND OR 97209-1136
115	RETURN SERVICE REQUESTED		1N1E33CA 90004	FREEMAN KATHRYN	2046 NW FLANDERS ST #2-1	PORTLAND OR 97209-1136
116	RETURN SERVICE REQUESTED		1N1E33CA 90005	MC MORRIS ERIN E	2046 NW FLANDERS ST #4	PORTLAND OR 97209-1136
117	RETURN SERVICE REQUESTED		1N1E33CA 90006	ERNST CHRISTINE & ERNST ERIC G	2046 NW FLANDERS ST #3	PORTLAND OR 97209-1136
118	RETURN SERVICE REQUESTED		1N1E33CA 90007	ALLEN RUTH B	2058 NW FLANDERS ST #2-2	PORTLAND OR 97209-1134
119	RETURN SERVICE REQUESTED		1N1E33CA 90008	STARK EWAN	2058 NW FLANDERS ST# 1	PORTLAND OR 97209
120	RETURN SERVICE REQUESTED		1N1E33CA 90009	DYSART KATHRYN & GARVER STOCKTON H	2046 NW FLANDERS ST #13B	PORTLAND OR 97209-1136
121	RETURN SERVICE REQUESTED		1N1E33CA 90010	CULLETON MICHAEL & CULLETON JULIE	12015 NW SOUTH DR	PORTLAND OR 97229
122	RETURN SERVICE REQUESTED		1N1E33CA 90011	STUTSMAN STACI & KAPPES JOSEPH L	2058 NW FLANDERS ST #6-2	PORTLAND OR 97209
123	RETURN SERVICE REQUESTED		1N1E33CA 90012	HOLT RICKY & WILLIAMS CHRISTOPHER	2058 NW FLANDERS ST #7	PORTLAND OR 97209-1134
124	RETURN SERVICE REQUESTED		1N1E33CA 90013	ANGELA I GARCIA TR	2058 NW FLANDERS ST #5	PORTLAND OR 97209
125	RETURN SERVICE REQUESTED		1N1E33CA 90014	FELDMAN MIRIAM & FELDMAN LAWRENCE	17387 CANYON DR	LAKE OSWEGO OR 97034
126	RETURN SERVICE REQUESTED		1N1E33CA 90016	SMITH LYMAN D & SMITH HOLLY H	2046 NW FLANDERS ST #33-1	PORTLAND OR 97209
127	RETURN SERVICE REQUESTED		1N1E33CA 90017	HONTON EDWARD J & KRAUSE DEBORAH L	34567 NE LONG HOLLOW RD	PRINEVILLE OR 97754-9610
128	RETURN SERVICE REQUESTED		1N1E33CA 90018	HOLDEN JAMIE M & HOLDEN ROBERT S	5903 SW OLD SCHOLLS FERRY RD	PORTLAND OR 97225
129	RETURN SERVICE REQUESTED		1N1E33CA 90019	WHITFILL LLC	4614 E CALLE DEL NORTE	PHOENIX AZ 85018-2810
130	RETURN SERVICE REQUESTED		1N1E33CA 90020	PAK ERROL F & PAK LOUISE M	515 NW SALTZMAN RD PMB 200	PORTLAND OR 97229-6098
131	RETURN SERVICE REQUESTED		1N1E33CA 90021	LACOMBE JASON & LACOMBE MELISSA W	5502 JUDALON LN	HOUSTON TX 77056
132	RETURN SERVICE REQUESTED		1N1E33CA 9100	HENDRICKSON THOMAS H	2148 NW FLANDERS ST	PORTLAND OR 97210



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133	RETURN SERVICE REQUESTED		1N1E33CA 9200	COOMBS MELANIE & HANSEN BRIAN LEIF	2144 NW FLANDERS ST	PORTLAND OR 97210
134	RETURN SERVICE REQUESTED		1N1E33CA 9300	ROSE STEVEN M & ROSE MARY P & ALLENFO	2078 NW EVERETT ST	PORTLAND OR 97209-1011
135	RETURN SERVICE REQUESTED		1N1E33CA 9400	2124 NW FLANDERS LLC	PO BOX 6843	PORTLAND OR 97228
136	RETURN SERVICE REQUESTED		1N1E33CA 9500	EIWA LIFE INC	8655 NW COPELAND ST	PORTLAND OR 97229
137	RETURN SERVICE REQUESTED		1N1E33CA 9600	2110 FLANDERS LLC	425 S IOWA ST	PORTLAND OR 97239-3671
138	RETURN SERVICE REQUESTED		1N1E33CA 9700	2105 FLANDERS LLC	1800 SW 1ST AVE #220	PORTLAND OR 97201
139	RETURN SERVICE REQUESTED		1N1E33CA 9800	OVERTON APARTMENTS INVESTORS LLC	2078 NW EVERETT ST	PORTLAND OR 97209
140	RETURN SERVICE REQUESTED		1N1E33CA 9800	STERLING COFFEE ROASTERS INC	518 NW 21ST AVE	PORTLAND OR 97209
141	RETURN SERVICE REQUESTED		1N1E33CA 9800	TOP BURMESE LLC ATTN KALVIN MYINT	413 NW 21ST AVE	PORTLAND OR 97209
142	RETURN SERVICE REQUESTED		1N1E33CA 9900	MC FERRIN KATHLEEN C TR	2117 NW FLANDERS ST	PORTLAND OR 97210
143	RETURN SERVICE REQUESTED		1N1E33CA 99000	EMBASSY CONDOMINIUMS OWNERS' ASSN	1001 NW 14TH AVE	PORTLAND OR 97209
144	RETURN SERVICE REQUESTED		1N1E33CA 99001	MORRISON RONALD & RIGGINS MICHAEL	4200 HILLCREST DR #901	HOLLYWOOD FL 33021
145	RETURN SERVICE REQUESTED		1N1E33CA 99002	FERRITO MARIO & PINKERTON SARA L	2015 NW FLANDERS ST #102	PORTLAND OR 97209
146	RETURN SERVICE REQUESTED	1N1E33CA 99003	MICHAEL G KELSAY	AND PATRICIA A SNOWFOX	1475 JAMESTOWN ST SE	SALEM OR 97302-1989
147	RETURN SERVICE REQUESTED		1N1E33CA 99004	SUTTON RONALD W & SUTTON MICHELLE M	226 SUSAN ST	EUGENE OR 97404
148	RETURN SERVICE REQUESTED		1N1E33CA 99005	DELAMARE SHAUNA L	2015 NW FLANDERS ST #105	PORTLAND OR 97209
149	RETURN SERVICE REQUESTED		1N1E33CA 99006	WYATT ARDYN R	2015 NW FLANDERS ST #106	PORTLAND OR 97209-1165
150	RETURN SERVICE REQUESTED		1N1E33CA 99007	MORTENSON SAMUEL & MANTYLA MYKAL	2015 NW FLANDERS ST #307	PORTLAND OR 97209
151	RETURN SERVICE REQUESTED		1N1E33CA 99008	PETERSON KNUTE & PETERSON MAZAL	715 2ND AVE	SALT LAKE CITY UT 84103
152	RETURN SERVICE REQUESTED		1N1E33CA 99009	GRUBE JENNIFER ET AL	2015 NW FLANDERS ST #208	PORTLAND OR 97209
153	RETURN SERVICE REQUESTED	1N1E33CA 99010	SWALLOWFIELD ENTERPRISES LLC	& STOPOULOS SUSAN	1234 NW 25TH AVE	PORTLAND OR 97210
154	RETURN SERVICE REQUESTED		1N1E33CA 99011	POYNTON AARON	2015 NW FLANDERS ST #310	PORTLAND OR 97209
155	RETURN SERVICE REQUESTED		1N1E33CA 99012	WILLIAMS JAMES R	2015 NW FLANDERS ST #215	PORTLAND OR 97209
156	RETURN SERVICE REQUESTED		1N1E33CA 99013	O'NEILL MICHAEL J & EVANS BROOKE A	PO BOX 5617	BRECKENRIDGE CO 80424
157	RETURN SERVICE REQUESTED		1N1E33CA 99014	ACOSTA ALAN R	2015 NW FLANDERS ST #506	PORTLAND OR 97209
158	RETURN SERVICE REQUESTED		1N1E33CA 99015	GASCH BERNARD A	2015 NW FLANDERS ST #306	PORTLAND OR 97209
159	RETURN SERVICE REQUESTED		1N1E33CA 99016	KLEIN ALLYSON & TORRESAN JULIA	2815 NE 15TH AVE	PORTLAND OR 97212
160	RETURN SERVICE REQUESTED	1N1E33CA 99018	QUIGLEY COLLEEN	& CONROY ANTHONY K JR	2015 NW FLANDERS ST #212	PORTLAND OR 97209
161	RETURN SERVICE REQUESTED		1N1E33CA 99019	BOCKES VICKI L	2015 NW FLANDERS ST #206	PORTLAND OR 97209-1166
162	RETURN SERVICE REQUESTED		1N1E33CA 99020	MURPHY LON P	2015 NW FLANDERS ST #502	PORTLAND OR 97209
163	RETURN SERVICE REQUESTED		1N1E33CA 99021	KARNS MARY E & BRENNAN THEODORE R	1006 HIGHLAND RD	ITHACA NY 14850
164	RETURN SERVICE REQUESTED		1N1E33CA 99022	SPOMER JULIA A	2015 NW FLANDERS ST #107	PORTLAND OR 97209
165	RETURN SERVICE REQUESTED		1N1E33CA 99025	CLOVER GEOFFERY & CASTEEL MICHELLE	2015 NW FLANDERS ST #312	PORTLAND OR 97209
166	RETURN SERVICE REQUESTED		1N1E33CA 99026	AUTHIER VANESSA J	2015 NW FLANDERS ST #401	PORTLAND OR 97209
167	RETURN SERVICE REQUESTED		1N1E33CA 99027	PRIDDY JAN & ANDERSON GARY C	PO BOX 1442	CANNON BEACH OR 97110
168	RETURN SERVICE REQUESTED		1N1E33CA 99028	PARKINSON CATHERINE D	2015 NW FLANDERS ST #407	PORTLAND OR 97209-1170
169	RETURN SERVICE REQUESTED		1N1E33CA 99029	FOSTER TODD & FOSTER ANNE D	4820 NE SIMPSON ST	PORTLAND OR 97218
170	RETURN SERVICE REQUESTED		1N1E33CA 99031	SCHOT DANA	2015 NW FLANDERS ST # #512	PORTLAND OR 97209
171	RETURN SERVICE REQUESTED		1N1E33CA 99032	JACKSON SUSAN	2015 NW FLANDERS ST #412	PORTLAND OR 97209
172	RETURN SERVICE REQUESTED		1N1E33CA 99033	WOOLSEY LIV TR	2015 NW FLANDERS ST # 509	PORTLAND OR 97209
173	RETURN SERVICE REQUESTED		1N1E33CA 99035	FRITSCH SARA & FRITSCH OLIVER	8303 NW REED DR	PORTLAND OR 97229
174	RETURN SERVICE REQUESTED		1N1E33CA 99036	MATAYA NATHAN C	2611 NW UPSHUR ST # 202	PORTLAND OR 97210-5339
175	RETURN SERVICE REQUESTED		1N1E33CA 99037	D'SOUZA PAUL A	2015 NW FLANDERS ST #515	PORTLAND OR 97209-1154
176	RETURN SERVICE REQUESTED		1N1E33CA 99038	RANDALL KATELYN B ET AL	6817 SE ASH ST	PORTLAND OR 97215
177	RETURN SERVICE REQUESTED		1N1E33CA 99039	KLOTZ ANTHONY & KLOTZ MICHELLE	2015 NW FLANDERS ST #415	PORTLAND OR 97209
178	RETURN SERVICE REQUESTED		1N1E33CA 99041	WEXLER GEOFF	2015 NW FLANDERS ST #305	PORTLAND OR 97209
179	RETURN SERVICE REQUESTED		1N1E33CA 99042	OLDER HEATHER & FULLER SHANNON R	2015 NW FLANDERS ST #301	PORTLAND OR 97209
180	RETURN SERVICE REQUESTED		1N1E33CA 99043	ODA CHELSEA R	205 NW FLANDERS ST #205	PORTLAND OR 97209
181	RETURN SERVICE REQUESTED		1N1E33CA 99044	SHANNON NATHANIEL	2015 NW FLANDERS ST #311	PORTLAND OR 97209
182	RETURN SERVICE REQUESTED		1N1E33CA 99045	GODFREY MICKEY	2015 NW FLANDERS ST #201	PORTLAND OR 97209
183	RETURN SERVICE REQUESTED		1N1E33CA 99046	SYNAK ROBERT & SYNAK SONJA	3566 SW COUNCIL CREST DR	PORTLAND OR 97239
184	RETURN SERVICE REQUESTED		1N1E33CA 99047	KERVIN KATHLEEN	2015 NW FLANDERS ST #209	PORTLAND OR 97209
185	RETURN SERVICE REQUESTED		1N1E33CA 99048	GOLDEN DANA S	422 NW 13TH AVE #295	PORTLAND OR 97209
186	RETURN SERVICE REQUESTED		1N1E33CA 99050	BACH JUTTA	2015 NW FLANDERS ST #501	PORTLAND OR 97209
187	RETURN SERVICE REQUESTED		1N1E33CA 99051	SYME KAITLIN	2015 NW FLANDERS ST #414	PORTLAND OR 97209
188	RETURN SERVICE REQUESTED		1N1E33CA 99052	LOOMIS ELISABETH	2015 NW FLANDERS ST #214	PORTLAND OR 97209
189	RETURN SERVICE REQUESTED		1N1E33CA 99053	WATSON ELIZABETH & WATSON JOHN A	9919 N DECATUR ST	PORTLAND OR 97203
190	RETURN SERVICE REQUESTED		1N1E33CA 99054	PITZMAN DENISE	PO BOX 3135	HOMER AK 99603
191	RETURN SERVICE REQUESTED		1N1E33CA 99055	SCHAFFER LAURA R	2015 NW FLANDERS ST #514	PORTLAND OR 97209
192	RETURN SERVICE REQUESTED		1N1E33CA 99056	WHITEFORD SCOTT C & MICHELYN M	5123 SE 49TH AVE	PORTLAND OR 97206
193	RETURN SERVICE REQUESTED		1N1E33CA 99057	CARTER ROBIN & O'DAY CASEY	2015 NW FLANDERS ST #409	PORTLAND OR 97209
194	RETURN SERVICE REQUESTED		1N1E33CA 99058	SPINNETT JOHN	2015 NW FLANDERS ST #202	PORTLAND OR 97209
195	RETURN SERVICE REQUESTED		1N1E33CA 99059	LILLY JEANNE M	2015 NW FLANDERS ST #413	PORTLAND OR 97209
196	RETURN SERVICE REQUESTED		1N1E33CA 99060	MADRID VERONICA N	2015 NW FLANDERS ST #203	PORTLAND OR 97209-1166
197	RETURN SERVICE REQUESTED		1N1E33CA 99061	CHA DEBORAH & HAHN ZACHARY M	2015 NW FLANDERS ST #513	PORTLAND OR 97209
198	RETURN SERVICE REQUESTED		1N1E33CA 99062	BROWNING FAMILY TRUST	17247 BAKERSFIELD RD	SUNRIVER OR 97707



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199	RETURN SERVICE REQUESTED		1N1E33CA 99063	LANTZ PHILLIP R & LANTZ REBECCA A	6845 NW ROY RD	CORNELIUS OR 97113
200	RETURN SERVICE REQUESTED		1N1E33CA 99064	PAPPAS MARINA F	2015 NW FLANDERS ST # 511	PORTLAND OR 97209
201	RETURN SERVICE REQUESTED		1N1E33CA 99065	JOHNSON CIERRA E & JOHNSON BRYAN	2015 NW FLANDERS ST # 402	PORTLAND OR 97209
202	RETURN SERVICE REQUESTED		1N1E33CA 99066	LANGTON DAVID	2015 NW FLANDERS ST #210	PORTLAND OR 97209-1166
203	RETURN SERVICE REQUESTED		1N1E33CA 99067	AXER HENRYK A & AXER MALGORZATA B	2015 NW FLANDERS ST #507	PORTLAND OR 97209
204	RETURN SERVICE REQUESTED		1N1E33CA 99068	RICHARDS LEO C	2015 NW FLANDERS ST #403	PORTLAND OR 97209-1169
205	RETURN SERVICE REQUESTED		1N1E33CA 99069	FRANK GAIL L	2015 NW FLANDERS ST #108	PORTLAND OR 97209
206	RETURN SERVICE REQUESTED		1N1E33CA 99071	CARTER SABINA & CARTER ERIC S	2015 NW FLANDERS ST #404	PORTLAND OR 97209
207	RETURN SERVICE REQUESTED		1N1E33CA 99072	LIU JESSE J	2015 NW FLANDERS ST #504	PORTLAND OR 97209
208	RETURN SERVICE REQUESTED		1N1E33CA 99074	QUIGLEY COLLEEN	2015 NW FLANDERS ST # 304	PORTLAND OR 97209
209	RETURN SERVICE REQUESTED	1N1E33CA 99075	CLAUD-CLEMENTE MICHELLE	& JASON PAUL Q	2015 NW FLANDERS ST #410	PORTLAND OR 97209
210	RETURN SERVICE REQUESTED	1N1E33CA 99077	SCHMECHEL TRACEY & JOHN M JR	& PARALEE A	2015 NW FLANDERS ST#308	PORTLAND OR 97209
211	RETURN SERVICE REQUESTED		1N1E33CA 99078	ROBINSON DALE	716 SEASIDE CT	SANTA CRUZ CA 95060
212	RETURN SERVICE REQUESTED		1N1E33CA 99106	BRABO ALLAN P	2015 NW FLANDERS ST #405	PORTLAND OR 97209-1170
213				CURRENT RESIDENT	2014 NW GLISAN ST #101	PORTLAND OR 97209
214				CURRENT RESIDENT	2014 NW GLISAN ST #102	PORTLAND OR 97209
215				CURRENT RESIDENT	2014 NW GLISAN ST #103	PORTLAND OR 97209
216				CURRENT RESIDENT	2014 NW GLISAN ST #104	PORTLAND OR 97209
217				CURRENT RESIDENT	2014 NW GLISAN ST #108	PORTLAND OR 97209
218				CURRENT RESIDENT	2014 NW GLISAN ST #201	PORTLAND OR 97209
219				CURRENT RESIDENT	2014 NW GLISAN ST #202	PORTLAND OR 97209
220				CURRENT RESIDENT	2014 NW GLISAN ST #203	PORTLAND OR 97209
221				CURRENT RESIDENT	2014 NW GLISAN ST #204	PORTLAND OR 97209
222				CURRENT RESIDENT	2014 NW GLISAN ST #205	PORTLAND OR 97209
223				CURRENT RESIDENT	2014 NW GLISAN ST #206	PORTLAND OR 97209
224				CURRENT RESIDENT	2014 NW GLISAN ST #207	PORTLAND OR 97209
225				CURRENT RESIDENT	2014 NW GLISAN ST #208	PORTLAND OR 97209
226				CURRENT RESIDENT	2014 NW GLISAN ST #209	PORTLAND OR 97209
227				CURRENT RESIDENT	2014 NW GLISAN ST #210	PORTLAND OR 97209
228				CURRENT RESIDENT	2014 NW GLISAN ST #211	PORTLAND OR 97209
229				CURRENT RESIDENT	2014 NW GLISAN ST #301	PORTLAND OR 97209
230				CURRENT RESIDENT	2014 NW GLISAN ST #302	PORTLAND OR 97209
231				CURRENT RESIDENT	2014 NW GLISAN ST #303	PORTLAND OR 97209
232				CURRENT RESIDENT	2014 NW GLISAN ST #304	PORTLAND OR 97209
233				CURRENT RESIDENT	2014 NW GLISAN ST #305	PORTLAND OR 97209
234				CURRENT RESIDENT	2014 NW GLISAN ST #306	PORTLAND OR 97209
235				CURRENT RESIDENT	2014 NW GLISAN ST #307	PORTLAND OR 97209
236				CURRENT RESIDENT	2014 NW GLISAN ST #308	PORTLAND OR 97209
237				CURRENT RESIDENT	2014 NW GLISAN ST #309	PORTLAND OR 97209
238				CURRENT RESIDENT	2014 NW GLISAN ST #310	PORTLAND OR 97209
239				CURRENT RESIDENT	2014 NW GLISAN ST #311	PORTLAND OR 97209
240				CURRENT RESIDENT	2014 NW GLISAN ST #401	PORTLAND OR 97209
241				CURRENT RESIDENT	2014 NW GLISAN ST #402	PORTLAND OR 97209
242				CURRENT RESIDENT	2014 NW GLISAN ST #403	PORTLAND OR 97209
243				CURRENT RESIDENT	2014 NW GLISAN ST #404	PORTLAND OR 97209
244				CURRENT RESIDENT	2014 NW GLISAN ST #405	PORTLAND OR 97209
245				CURRENT RESIDENT	2014 NW GLISAN ST #406	PORTLAND OR 97209
246				CURRENT RESIDENT	2014 NW GLISAN ST #407	PORTLAND OR 97209
247				CURRENT RESIDENT	2014 NW GLISAN ST #408	PORTLAND OR 97209
248				CURRENT RESIDENT	2014 NW GLISAN ST #409	PORTLAND OR 97209
249				CURRENT RESIDENT	2014 NW GLISAN ST #410	PORTLAND OR 97209
250				CURRENT RESIDENT	2014 NW GLISAN ST #411	PORTLAND OR 97209
251				CURRENT RESIDENT	2014 NW GLISAN ST #501	PORTLAND OR 97209
252				CURRENT RESIDENT	2014 NW GLISAN ST #502	PORTLAND OR 97209
253				CURRENT RESIDENT	2014 NW GLISAN ST #503	PORTLAND OR 97209
254				CURRENT RESIDENT	2014 NW GLISAN ST #504	PORTLAND OR 97209
255				CURRENT RESIDENT	2014 NW GLISAN ST #505	PORTLAND OR 97209
256				CURRENT RESIDENT	2014 NW GLISAN ST #506	PORTLAND OR 97209
257				CURRENT RESIDENT	2014 NW GLISAN ST #507	PORTLAND OR 97209
258				CURRENT RESIDENT	2014 NW GLISAN ST #509	PORTLAND OR 97209
259				CURRENT RESIDENT	2014 NW GLISAN ST #510	PORTLAND OR 97209
260				CURRENT RESIDENT	2014 NW GLISAN ST #511	PORTLAND OR 97209
261				CURRENT RESIDENT	2015 NW FLANDERS ST #101	PORTLAND OR 97209
262				CURRENT RESIDENT	2015 NW FLANDERS ST #103	PORTLAND OR 97209
263				CURRENT RESIDENT	2015 NW FLANDERS ST #104	PORTLAND OR 97209
264				CURRENT RESIDENT	2015 NW FLANDERS ST #109	PORTLAND OR 97209



	A	B	C	D	E	F
265				CURRENT RESIDENT	2015 NW FLANDERS ST #204	PORTLAND OR 97209
266				CURRENT RESIDENT	2015 NW FLANDERS ST #205	PORTLAND OR 97209
267				CURRENT RESIDENT	2015 NW FLANDERS ST #207	PORTLAND OR 97209
268				CURRENT RESIDENT	2015 NW FLANDERS ST #211	PORTLAND OR 97209
269				CURRENT RESIDENT	2015 NW FLANDERS ST #213	PORTLAND OR 97209
270				CURRENT RESIDENT	2015 NW FLANDERS ST #302	PORTLAND OR 97209
271				CURRENT RESIDENT	2015 NW FLANDERS ST #303	PORTLAND OR 97209
272				CURRENT RESIDENT	2015 NW FLANDERS ST #304	PORTLAND OR 97209
273				CURRENT RESIDENT	2015 NW FLANDERS ST #308	PORTLAND OR 97209
274				CURRENT RESIDENT	2015 NW FLANDERS ST #309	PORTLAND OR 97209
275				CURRENT RESIDENT	2015 NW FLANDERS ST #313	PORTLAND OR 97209
276				CURRENT RESIDENT	2015 NW FLANDERS ST #314	PORTLAND OR 97209
277				CURRENT RESIDENT	2015 NW FLANDERS ST #315	PORTLAND OR 97209
278				CURRENT RESIDENT	2015 NW FLANDERS ST #402	PORTLAND OR 97209
279				CURRENT RESIDENT	2015 NW FLANDERS ST #406	PORTLAND OR 97209
280				CURRENT RESIDENT	2015 NW FLANDERS ST #408	PORTLAND OR 97209
281				CURRENT RESIDENT	2015 NW FLANDERS ST #411	PORTLAND OR 97209
282				CURRENT RESIDENT	2015 NW FLANDERS ST #503	PORTLAND OR 97209
283				CURRENT RESIDENT	2015 NW FLANDERS ST #505	PORTLAND OR 97209
284				CURRENT RESIDENT	2015 NW FLANDERS ST #508	PORTLAND OR 97209
285				CURRENT RESIDENT	2015 NW FLANDERS ST #509	PORTLAND OR 97209
286				CURRENT RESIDENT	2015 NW FLANDERS ST #510	PORTLAND OR 97209
287				CURRENT RESIDENT	2015 NW FLANDERS ST #511	PORTLAND OR 97209
288				CURRENT RESIDENT	2015 NW FLANDERS ST #512	PORTLAND OR 97209
289				CURRENT RESIDENT	2033 NW GLISAN ST	PORTLAND OR 97209
290				CURRENT RESIDENT	2042 NW GLISAN ST	PORTLAND OR 97209
291				CURRENT RESIDENT	2044 NW GLISAN ST	PORTLAND OR 97209
292				CURRENT RESIDENT	2046 NW FLANDERS ST #2	PORTLAND OR 97209
293				CURRENT RESIDENT	2046 NW FLANDERS ST #21	PORTLAND OR 97209
294				CURRENT RESIDENT	2046 NW FLANDERS ST #22	PORTLAND OR 97209
295				CURRENT RESIDENT	2046 NW FLANDERS ST #23	PORTLAND OR 97209
296				CURRENT RESIDENT	2046 NW FLANDERS ST #31	PORTLAND OR 97209
297				CURRENT RESIDENT	2046 NW FLANDERS ST #32	PORTLAND OR 97209
298				CURRENT RESIDENT	2046 NW FLANDERS ST #33	PORTLAND OR 97209
299				CURRENT RESIDENT	2046 NW FLANDERS ST #34	PORTLAND OR 97209
300				CURRENT RESIDENT	2046 NW GLISAN ST	PORTLAND OR 97209
301				CURRENT RESIDENT	2048 NW GLISAN ST	PORTLAND OR 97209
302				CURRENT RESIDENT	2049 NW HOYT ST #1	PORTLAND OR 97209
303				CURRENT RESIDENT	2049 NW HOYT ST #2	PORTLAND OR 97209
304				CURRENT RESIDENT	2049 NW HOYT ST #3	PORTLAND OR 97209
305				CURRENT RESIDENT	2049 NW HOYT ST #4	PORTLAND OR 97209
306				CURRENT RESIDENT	2049 NW HOYT ST #5	PORTLAND OR 97209
307				CURRENT RESIDENT	2050 NW GLISAN ST	PORTLAND OR 97209
308				CURRENT RESIDENT	2056 NW GLISAN ST #1	PORTLAND OR 97209
309				CURRENT RESIDENT	2056 NW GLISAN ST #2	PORTLAND OR 97209
310				CURRENT RESIDENT	2056 NW GLISAN ST #21	PORTLAND OR 97209
311				CURRENT RESIDENT	2056 NW GLISAN ST #22	PORTLAND OR 97209
312				CURRENT RESIDENT	2056 NW GLISAN ST #23	PORTLAND OR 97209
313				CURRENT RESIDENT	2056 NW GLISAN ST #24	PORTLAND OR 97209
314				CURRENT RESIDENT	2056 NW GLISAN ST #25	PORTLAND OR 97209
315				CURRENT RESIDENT	2056 NW GLISAN ST #26	PORTLAND OR 97209
316				CURRENT RESIDENT	2056 NW GLISAN ST #27	PORTLAND OR 97209
317				CURRENT RESIDENT	2056 NW GLISAN ST #28	PORTLAND OR 97209
318				CURRENT RESIDENT	2056 NW GLISAN ST #3	PORTLAND OR 97209
319				CURRENT RESIDENT	2056 NW GLISAN ST #31	PORTLAND OR 97209
320				CURRENT RESIDENT	2056 NW GLISAN ST #32	PORTLAND OR 97209
321				CURRENT RESIDENT	2056 NW GLISAN ST #33	PORTLAND OR 97209
322				CURRENT RESIDENT	2056 NW GLISAN ST #34	PORTLAND OR 97209
323				CURRENT RESIDENT	2056 NW GLISAN ST #36	PORTLAND OR 97209
324				CURRENT RESIDENT	2056 NW GLISAN ST #38	PORTLAND OR 97209
325				CURRENT RESIDENT	2056 NW GLISAN ST #4	PORTLAND OR 97209
326				CURRENT RESIDENT	2056 NW GLISAN ST #5	PORTLAND OR 97209
327				CURRENT RESIDENT	2058 NW FLANDERS ST #1	PORTLAND OR 97209
328				CURRENT RESIDENT	2058 NW FLANDERS ST #3	PORTLAND OR 97209
329				CURRENT RESIDENT	2058 NW FLANDERS ST #4	PORTLAND OR 97209
330				CURRENT RESIDENT	2058 NW FLANDERS ST #6	PORTLAND OR 97209



[illegible]



	A	B	C	D	E	F
397				CURRENT RESIDENT	2066 NW IRVING ST #3	PORTLAND OR 97209
398				CURRENT RESIDENT	2066 NW IRVING ST #A	PORTLAND OR 97209
399				CURRENT RESIDENT	2066 NW IRVING ST #B	PORTLAND OR 97209
400				CURRENT RESIDENT	2066 NW IRVING ST #C	PORTLAND OR 97209
401				CURRENT RESIDENT	2066 NW IRVING ST #D	PORTLAND OR 97209
402				CURRENT RESIDENT	2066 NW IRVING ST #E	PORTLAND OR 97209
403				CURRENT RESIDENT	2068 NW FLANDERS ST #1	PORTLAND OR 97209
404				CURRENT RESIDENT	2068 NW FLANDERS ST #2	PORTLAND OR 97209
405				CURRENT RESIDENT	2068 NW FLANDERS ST #3	PORTLAND OR 97209
406				CURRENT RESIDENT	2068 NW FLANDERS ST #4	PORTLAND OR 97209
407				CURRENT RESIDENT	2068 NW FLANDERS ST #5	PORTLAND OR 97209
408				CURRENT RESIDENT	2068 NW FLANDERS ST #6	PORTLAND OR 97209
409				CURRENT RESIDENT	2068 NW FLANDERS ST #7	PORTLAND OR 97209
410				CURRENT RESIDENT	2068 NW FLANDERS ST #8	PORTLAND OR 97209
411				CURRENT RESIDENT	2074 NW FLANDERS ST	PORTLAND OR 97209
412				CURRENT RESIDENT	2075 NW GLISAN ST #2	PORTLAND OR 97209
413				CURRENT RESIDENT	2075 NW GLISAN ST #3	PORTLAND OR 97209
414				CURRENT RESIDENT	2075 NW GLISAN ST #4	PORTLAND OR 97209
415				CURRENT RESIDENT	2076 NW JOHNSON ST #201	PORTLAND OR 97210
416				CURRENT RESIDENT	2076 NW JOHNSON ST #203	PORTLAND OR 97210
417				CURRENT RESIDENT	2076 NW JOHNSON ST #205	PORTLAND OR 97210
418				CURRENT RESIDENT	2076 NW JOHNSON ST #301	PORTLAND OR 97210
419				CURRENT RESIDENT	2076 NW JOHNSON ST #302	PORTLAND OR 97210
420				CURRENT RESIDENT	2076 NW JOHNSON ST #303	PORTLAND OR 97210
421				CURRENT RESIDENT	2100 NW GLISAN ST	PORTLAND OR 97210
422				CURRENT RESIDENT	2101 NW HOYT ST	PORTLAND OR 97210
423				CURRENT RESIDENT	2103 NW HOYT ST	PORTLAND OR 97210
424				CURRENT RESIDENT	2105 NW FLANDERS ST #1	PORTLAND OR 97210
425				CURRENT RESIDENT	2105 NW FLANDERS ST #10	PORTLAND OR 97210
426				CURRENT RESIDENT	2105 NW FLANDERS ST #11	PORTLAND OR 97210
427				CURRENT RESIDENT	2105 NW FLANDERS ST #12	PORTLAND OR 97210
428				CURRENT RESIDENT	2105 NW FLANDERS ST #2	PORTLAND OR 97210
429				CURRENT RESIDENT	2105 NW FLANDERS ST #3	PORTLAND OR 97210
430				CURRENT RESIDENT	2105 NW FLANDERS ST #4	PORTLAND OR 97210
431				CURRENT RESIDENT	2105 NW FLANDERS ST #5	PORTLAND OR 97210
432				CURRENT RESIDENT	2105 NW FLANDERS ST #6	PORTLAND OR 97210
433				CURRENT RESIDENT	2105 NW FLANDERS ST #7	PORTLAND OR 97210
434				CURRENT RESIDENT	2105 NW FLANDERS ST #8	PORTLAND OR 97210
435				CURRENT RESIDENT	2105 NW FLANDERS ST #9	PORTLAND OR 97210
436				CURRENT RESIDENT	2105 NW FLANDERS ST #A	PORTLAND OR 97210
437				CURRENT RESIDENT	2105 NW FLANDERS ST #B	PORTLAND OR 97210
438				CURRENT RESIDENT	2105 NW HOYT ST	PORTLAND OR 97210
439				CURRENT RESIDENT	2108 NW GLISAN ST	PORTLAND OR 97210
440				CURRENT RESIDENT	2109 NW HOYT ST	PORTLAND OR 97210
441				CURRENT RESIDENT	2110 NW FLANDERS ST #1	PORTLAND OR 97210
442				CURRENT RESIDENT	2110 NW FLANDERS ST #2	PORTLAND OR 97210
443				CURRENT RESIDENT	2110 NW FLANDERS ST #21	PORTLAND OR 97210
444				CURRENT RESIDENT	2110 NW FLANDERS ST #22	PORTLAND OR 97210
445				CURRENT RESIDENT	2110 NW FLANDERS ST #23	PORTLAND OR 97210
446				CURRENT RESIDENT	2110 NW FLANDERS ST #24	PORTLAND OR 97210
447				CURRENT RESIDENT	2110 NW FLANDERS ST #3	PORTLAND OR 97210
448				CURRENT RESIDENT	2110 NW FLANDERS ST #31	PORTLAND OR 97210
449				CURRENT RESIDENT	2110 NW FLANDERS ST #32	PORTLAND OR 97210
450				CURRENT RESIDENT	2110 NW FLANDERS ST #33	PORTLAND OR 97210
451				CURRENT RESIDENT	2110 NW FLANDERS ST #34	PORTLAND OR 97210
452				CURRENT RESIDENT	2110 NW FLANDERS ST #4	PORTLAND OR 97210
453				CURRENT RESIDENT	2110 NW FLANDERS ST #B	PORTLAND OR 97210
454				CURRENT RESIDENT	2111 NW HOYT ST	PORTLAND OR 97210
455				CURRENT RESIDENT	2112 NW HOYT ST	PORTLAND OR 97210
456				CURRENT RESIDENT	2114 NW GLISAN ST	PORTLAND OR 97210
457				CURRENT RESIDENT	2120 NW GLISAN ST	PORTLAND OR 97210
458				CURRENT RESIDENT	2121 NW FLANDERS ST	PORTLAND OR 97210
459				CURRENT RESIDENT	2122 NW GLISAN ST	PORTLAND OR 97210
460				CURRENT RESIDENT	2122 NW HOYT ST	PORTLAND OR 97210
461				CURRENT RESIDENT	2123 NW HOYT ST	PORTLAND OR 97210
462				CURRENT RESIDENT	2124 NW FLANDERS ST #1	PORTLAND OR 97210



	A	B	C	D	E	F
463				CURRENT RESIDENT	2124 NW FLANDERS ST #10	PORTLAND OR 97210
464				CURRENT RESIDENT	2124 NW FLANDERS ST #11	PORTLAND OR 97210
465				CURRENT RESIDENT	2124 NW FLANDERS ST #14	PORTLAND OR 97210
466				CURRENT RESIDENT	2124 NW FLANDERS ST #16	PORTLAND OR 97210
467				CURRENT RESIDENT	2124 NW FLANDERS ST #2	PORTLAND OR 97210
468				CURRENT RESIDENT	2124 NW FLANDERS ST #3	PORTLAND OR 97210
469				CURRENT RESIDENT	2124 NW FLANDERS ST #4	PORTLAND OR 97210
470				CURRENT RESIDENT	2124 NW FLANDERS ST #5	PORTLAND OR 97210
471				CURRENT RESIDENT	2124 NW FLANDERS ST #6	PORTLAND OR 97210
472				CURRENT RESIDENT	2124 NW FLANDERS ST #7	PORTLAND OR 97210
473				CURRENT RESIDENT	2124 NW FLANDERS ST #8	PORTLAND OR 97210
474				CURRENT RESIDENT	2124 NW FLANDERS ST #9	PORTLAND OR 97210
475				CURRENT RESIDENT	2124 NW HOYT ST	PORTLAND OR 97210
476				CURRENT RESIDENT	2125 NW FLANDERS ST #6	PORTLAND OR 97210
477				CURRENT RESIDENT	2125 NW FLANDERS ST #7	PORTLAND OR 97210
478				CURRENT RESIDENT	2125 NW GLISAN ST #101	PORTLAND OR 97210
479				CURRENT RESIDENT	2125 NW GLISAN ST #102	PORTLAND OR 97210
480				CURRENT RESIDENT	2125 NW GLISAN ST #103	PORTLAND OR 97210
481				CURRENT RESIDENT	2125 NW GLISAN ST #104	PORTLAND OR 97210
482				CURRENT RESIDENT	2125 NW GLISAN ST #201	PORTLAND OR 97210
483				CURRENT RESIDENT	2125 NW GLISAN ST #202	PORTLAND OR 97210
484				CURRENT RESIDENT	2125 NW GLISAN ST #203	PORTLAND OR 97210
485				CURRENT RESIDENT	2125 NW GLISAN ST #204	PORTLAND OR 97210
486				CURRENT RESIDENT	2125 NW GLISAN ST #205	PORTLAND OR 97210
487				CURRENT RESIDENT	2125 NW GLISAN ST #206	PORTLAND OR 97210
488				CURRENT RESIDENT	2125 NW GLISAN ST #301	PORTLAND OR 97210
489				CURRENT RESIDENT	2125 NW GLISAN ST #302	PORTLAND OR 97210
490				CURRENT RESIDENT	2125 NW GLISAN ST #303	PORTLAND OR 97210
491				CURRENT RESIDENT	2125 NW GLISAN ST #304	PORTLAND OR 97210
492				CURRENT RESIDENT	2125 NW GLISAN ST #305	PORTLAND OR 97210
493				CURRENT RESIDENT	2125 NW GLISAN ST #306	PORTLAND OR 97210
494				CURRENT RESIDENT	2125 NW HOYT ST	PORTLAND OR 97210
495				CURRENT RESIDENT	2126 NW HOYT ST	PORTLAND OR 97210
496				CURRENT RESIDENT	2131 NW GLISAN ST #1	PORTLAND OR 97210
497				CURRENT RESIDENT	2131 NW GLISAN ST #2	PORTLAND OR 97210
498				CURRENT RESIDENT	2131 NW GLISAN ST #3	PORTLAND OR 97210
499				CURRENT RESIDENT	2131 NW GLISAN ST #4	PORTLAND OR 97210
500				CURRENT RESIDENT	2131 NW GLISAN ST #5	PORTLAND OR 97210
501				CURRENT RESIDENT	2131 NW GLISAN ST #6	PORTLAND OR 97210
502				CURRENT RESIDENT	2131 NW GLISAN ST #7	PORTLAND OR 97210
503				CURRENT RESIDENT	2131 NW GLISAN ST #8	PORTLAND OR 97210
504				CURRENT RESIDENT	2133 NW HOYT ST	PORTLAND OR 97210
505				CURRENT RESIDENT	2134 NW FLANDERS ST #1	PORTLAND OR 97210
506				CURRENT RESIDENT	2134 NW FLANDERS ST #101	PORTLAND OR 97210
507				CURRENT RESIDENT	2134 NW FLANDERS ST #102	PORTLAND OR 97210
508				CURRENT RESIDENT	2134 NW FLANDERS ST #103	PORTLAND OR 97210
509				CURRENT RESIDENT	2134 NW FLANDERS ST #104	PORTLAND OR 97210
510				CURRENT RESIDENT	2134 NW FLANDERS ST #105	PORTLAND OR 97210
511				CURRENT RESIDENT	2134 NW FLANDERS ST #106	PORTLAND OR 97210
512				CURRENT RESIDENT	2134 NW FLANDERS ST #2	PORTLAND OR 97210
513				CURRENT RESIDENT	2134 NW FLANDERS ST #201	PORTLAND OR 97210
514				CURRENT RESIDENT	2134 NW FLANDERS ST #203	PORTLAND OR 97210
515				CURRENT RESIDENT	2134 NW FLANDERS ST #204	PORTLAND OR 97210
516				CURRENT RESIDENT	2134 NW FLANDERS ST #205	PORTLAND OR 97210
517				CURRENT RESIDENT	2134 NW FLANDERS ST #206	PORTLAND OR 97210
518				CURRENT RESIDENT	2134 NW HOYT ST	PORTLAND OR 97210
519				CURRENT RESIDENT	2135 NW FLANDERS ST #101	PORTLAND OR 97210
520				CURRENT RESIDENT	2135 NW FLANDERS ST #102	PORTLAND OR 97210
521				CURRENT RESIDENT	2135 NW FLANDERS ST #103	PORTLAND OR 97210
522				CURRENT RESIDENT	2135 NW FLANDERS ST #104	PORTLAND OR 97210
523				CURRENT RESIDENT	2135 NW FLANDERS ST #201	PORTLAND OR 97210
524				CURRENT RESIDENT	2135 NW FLANDERS ST #202	PORTLAND OR 97210
525				CURRENT RESIDENT	2135 NW FLANDERS ST #203	PORTLAND OR 97210
526				CURRENT RESIDENT	2135 NW FLANDERS ST #204	PORTLAND OR 97210
527				CURRENT RESIDENT	2135 NW FLANDERS ST #205	PORTLAND OR 97210
528				CURRENT RESIDENT	2135 NW FLANDERS ST #206	PORTLAND OR 97210



	A	B	C	D	E	F
529				CURRENT RESIDENT	2135 NW FLANDERS ST #301	PORTLAND OR 97210
530				CURRENT RESIDENT	2135 NW FLANDERS ST #302	PORTLAND OR 97210
531				CURRENT RESIDENT	2135 NW FLANDERS ST #303	PORTLAND OR 97210
532				CURRENT RESIDENT	2135 NW FLANDERS ST #304	PORTLAND OR 97210
533				CURRENT RESIDENT	2135 NW FLANDERS ST #305	PORTLAND OR 97210
534				CURRENT RESIDENT	2135 NW FLANDERS ST #306	PORTLAND OR 97210
535				CURRENT RESIDENT	2136 NW IRVING ST #A	PORTLAND OR 97210
536				CURRENT RESIDENT	2136 NW IRVING ST #B	PORTLAND OR 97210
537				CURRENT RESIDENT	2138 NW IRVING ST #A	PORTLAND OR 97210
538				CURRENT RESIDENT	2138 NW IRVING ST #B	PORTLAND OR 97210
539				CURRENT RESIDENT	2138 NW IRVING ST #C	PORTLAND OR 97210
540				CURRENT RESIDENT	2142 NW IRVING ST #A	PORTLAND OR 97210
541				CURRENT RESIDENT	2142 NW IRVING ST #B	PORTLAND OR 97210
542				CURRENT RESIDENT	2142 NW IRVING ST #C	PORTLAND OR 97210
543				CURRENT RESIDENT	2145 NW GLISAN ST	PORTLAND OR 97210
544				CURRENT RESIDENT	2146 NW HOYT ST #1	PORTLAND OR 97210
545				CURRENT RESIDENT	2146 NW HOYT ST #10	PORTLAND OR 97210
546				CURRENT RESIDENT	2146 NW HOYT ST #11	PORTLAND OR 97210
547				CURRENT RESIDENT	2146 NW HOYT ST #12	PORTLAND OR 97210
548				CURRENT RESIDENT	2146 NW HOYT ST #13	PORTLAND OR 97210
549				CURRENT RESIDENT	2146 NW HOYT ST #14	PORTLAND OR 97210
550				CURRENT RESIDENT	2146 NW HOYT ST #15	PORTLAND OR 97210
551				CURRENT RESIDENT	2146 NW HOYT ST #16	PORTLAND OR 97210
552				CURRENT RESIDENT	2146 NW HOYT ST #3	PORTLAND OR 97210
553				CURRENT RESIDENT	2146 NW HOYT ST #4	PORTLAND OR 97210
554				CURRENT RESIDENT	2146 NW HOYT ST #5	PORTLAND OR 97210
555				CURRENT RESIDENT	2146 NW HOYT ST #6	PORTLAND OR 97210
556				CURRENT RESIDENT	2146 NW HOYT ST #7	PORTLAND OR 97210
557				CURRENT RESIDENT	2146 NW HOYT ST #8	PORTLAND OR 97210
558				CURRENT RESIDENT	2146 NW HOYT ST #9	PORTLAND OR 97210
559				CURRENT RESIDENT	2147 NW GLISAN ST	PORTLAND OR 97210
560				CURRENT RESIDENT	2149 NW HOYT ST	PORTLAND OR 97210
561				CURRENT RESIDENT	2152 NW FLANDERS ST #1	PORTLAND OR 97210
562				CURRENT RESIDENT	2153 NW HOYT ST	PORTLAND OR 97210
563				CURRENT RESIDENT	2155 NW FLANDERS ST #1	PORTLAND OR 97210
564				CURRENT RESIDENT	2155 NW FLANDERS ST #10	PORTLAND OR 97210
565				CURRENT RESIDENT	2155 NW FLANDERS ST #11	PORTLAND OR 97210
566				CURRENT RESIDENT	2155 NW FLANDERS ST #12	PORTLAND OR 97210
567				CURRENT RESIDENT	2155 NW FLANDERS ST #13	PORTLAND OR 97210
568				CURRENT RESIDENT	2155 NW FLANDERS ST #14	PORTLAND OR 97210
569				CURRENT RESIDENT	2155 NW FLANDERS ST #15	PORTLAND OR 97210
570				CURRENT RESIDENT	2155 NW FLANDERS ST #16	PORTLAND OR 97210
571				CURRENT RESIDENT	2155 NW FLANDERS ST #2	PORTLAND OR 97210
572				CURRENT RESIDENT	2155 NW FLANDERS ST #3	PORTLAND OR 97210
573				CURRENT RESIDENT	2155 NW FLANDERS ST #4	PORTLAND OR 97210
574				CURRENT RESIDENT	2155 NW FLANDERS ST #5	PORTLAND OR 97210
575				CURRENT RESIDENT	2155 NW FLANDERS ST #6	PORTLAND OR 97210
576				CURRENT RESIDENT	2155 NW FLANDERS ST #7	PORTLAND OR 97210
577				CURRENT RESIDENT	2155 NW FLANDERS ST #8	PORTLAND OR 97210
578				CURRENT RESIDENT	2155 NW FLANDERS ST #9	PORTLAND OR 97210
579				CURRENT RESIDENT	2155 NW GLISAN ST #1	PORTLAND OR 97210
580				CURRENT RESIDENT	2155 NW GLISAN ST #2	PORTLAND OR 97210
581				CURRENT RESIDENT	2155 NW GLISAN ST #3	PORTLAND OR 97210
582				CURRENT RESIDENT	2155 NW GLISAN ST #4	PORTLAND OR 97210
583				CURRENT RESIDENT	2155 NW GLISAN ST #5	PORTLAND OR 97210
584				CURRENT RESIDENT	2155 NW HOYT ST	PORTLAND OR 97210
585				CURRENT RESIDENT	2156 NW FLANDERS ST	PORTLAND OR 97210
586				CURRENT RESIDENT	2156 NW IRVING ST #101	PORTLAND OR 97210
587				CURRENT RESIDENT	2156 NW IRVING ST #102	PORTLAND OR 97210
588				CURRENT RESIDENT	2156 NW IRVING ST #103	PORTLAND OR 97210
589				CURRENT RESIDENT	2156 NW IRVING ST #104	PORTLAND OR 97210
590				CURRENT RESIDENT	2156 NW IRVING ST #201	PORTLAND OR 97210
591				CURRENT RESIDENT	2156 NW IRVING ST #202	PORTLAND OR 97210
592				CURRENT RESIDENT	2156 NW IRVING ST #203	PORTLAND OR 97210
593				CURRENT RESIDENT	2156 NW IRVING ST #204	PORTLAND OR 97210
594				CURRENT RESIDENT	2156 NW IRVING ST #205	PORTLAND OR 97210



	A	B	C	D	E	F
595				CURRENT RESIDENT	2156 NW IRVING ST #206	PORTLAND OR 97210
596				CURRENT RESIDENT	2156 NW IRVING ST #301	PORTLAND OR 97210
597				CURRENT RESIDENT	2156 NW IRVING ST #302	PORTLAND OR 97210
598				CURRENT RESIDENT	2156 NW IRVING ST #303	PORTLAND OR 97210
599				CURRENT RESIDENT	2156 NW IRVING ST #304	PORTLAND OR 97210
600				CURRENT RESIDENT	2156 NW IRVING ST #305	PORTLAND OR 97210
601				CURRENT RESIDENT	2156 NW IRVING ST #306	PORTLAND OR 97210
602				CURRENT RESIDENT	2157 NW HOYT ST	PORTLAND OR 97210
603				CURRENT RESIDENT	2159 NW HOYT ST	PORTLAND OR 97210
604				CURRENT RESIDENT	2164 NW HOYT ST #1	PORTLAND OR 97210
605				CURRENT RESIDENT	2164 NW HOYT ST #10	PORTLAND OR 97210
606				CURRENT RESIDENT	2164 NW HOYT ST #11	PORTLAND OR 97210
607				CURRENT RESIDENT	2164 NW HOYT ST #12	PORTLAND OR 97210
608				CURRENT RESIDENT	2164 NW HOYT ST #14	PORTLAND OR 97210
609				CURRENT RESIDENT	2164 NW HOYT ST #15	PORTLAND OR 97210
610				CURRENT RESIDENT	2164 NW HOYT ST #16	PORTLAND OR 97210
611				CURRENT RESIDENT	2164 NW HOYT ST #17	PORTLAND OR 97210
612				CURRENT RESIDENT	2164 NW HOYT ST #18	PORTLAND OR 97210
613				CURRENT RESIDENT	2164 NW HOYT ST #2	PORTLAND OR 97210
614				CURRENT RESIDENT	2164 NW HOYT ST #3	PORTLAND OR 97210
615				CURRENT RESIDENT	2164 NW HOYT ST #4	PORTLAND OR 97210
616				CURRENT RESIDENT	2164 NW HOYT ST #5	PORTLAND OR 97210
617				CURRENT RESIDENT	2164 NW HOYT ST #6	PORTLAND OR 97210
618				CURRENT RESIDENT	2164 NW HOYT ST #7	PORTLAND OR 97210
619				CURRENT RESIDENT	2164 NW HOYT ST #8	PORTLAND OR 97210
620				CURRENT RESIDENT	2164 NW HOYT ST #9	PORTLAND OR 97210
621				CURRENT RESIDENT	2166 NW FLANDERS ST	PORTLAND OR 97210
622				CURRENT RESIDENT	2166 NW IRVING ST #1	PORTLAND OR 97210
623				CURRENT RESIDENT	2166 NW IRVING ST #101	PORTLAND OR 97210
624				CURRENT RESIDENT	2166 NW IRVING ST #102	PORTLAND OR 97210
625				CURRENT RESIDENT	2166 NW IRVING ST #103	PORTLAND OR 97210
626				CURRENT RESIDENT	2166 NW IRVING ST #104	PORTLAND OR 97210
627				CURRENT RESIDENT	2166 NW IRVING ST #105	PORTLAND OR 97210
628				CURRENT RESIDENT	2166 NW IRVING ST #106	PORTLAND OR 97210
629				CURRENT RESIDENT	2166 NW IRVING ST #107	PORTLAND OR 97210
630				CURRENT RESIDENT	2166 NW IRVING ST #108	PORTLAND OR 97210
631				CURRENT RESIDENT	2166 NW IRVING ST #1A	PORTLAND OR 97210
632				CURRENT RESIDENT	2166 NW IRVING ST #201	PORTLAND OR 97210
633				CURRENT RESIDENT	2166 NW IRVING ST #202	PORTLAND OR 97210
634				CURRENT RESIDENT	2166 NW IRVING ST #203	PORTLAND OR 97210
635				CURRENT RESIDENT	2166 NW IRVING ST #204	PORTLAND OR 97210
636				CURRENT RESIDENT	2166 NW IRVING ST #205	PORTLAND OR 97210
637				CURRENT RESIDENT	2166 NW IRVING ST #206	PORTLAND OR 97210
638				CURRENT RESIDENT	2166 NW IRVING ST #207	PORTLAND OR 97210
639				CURRENT RESIDENT	2166 NW IRVING ST #208	PORTLAND OR 97210
640				CURRENT RESIDENT	2167 NW FLANDERS ST #101	PORTLAND OR 97210
641				CURRENT RESIDENT	2167 NW FLANDERS ST #102	PORTLAND OR 97210
642				CURRENT RESIDENT	2167 NW FLANDERS ST #103	PORTLAND OR 97210
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646				CURRENT RESIDENT	2167 NW FLANDERS ST #201	PORTLAND OR 97210
647				CURRENT RESIDENT	2167 NW FLANDERS ST #202	PORTLAND OR 97210
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650				CURRENT RESIDENT	2167 NW FLANDERS ST #205	PORTLAND OR 97210
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655				CURRENT RESIDENT	2167 NW FLANDERS ST #304	PORTLAND OR 97210
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657				CURRENT RESIDENT	2167 NW FLANDERS ST #306	PORTLAND OR 97210
658				CURRENT RESIDENT	2167 NW GLISAN ST	PORTLAND OR 97210
659				CURRENT RESIDENT	2168 NW FLANDERS ST	PORTLAND OR 97210
660				CURRENT RESIDENT	2169 NW GLISAN ST	PORTLAND OR 97210



	A	B	C	D	E	F
661				CURRENT RESIDENT	2171 NW GLISAN ST	PORTLAND OR 97210
662				CURRENT RESIDENT	2181 NW GLISAN ST #101	PORTLAND OR 97210
663				CURRENT RESIDENT	2181 NW GLISAN ST #102	PORTLAND OR 97210
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666				CURRENT RESIDENT	2181 NW GLISAN ST #105	PORTLAND OR 97210
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668				CURRENT RESIDENT	2181 NW GLISAN ST #201	PORTLAND OR 97210
669				CURRENT RESIDENT	2181 NW GLISAN ST #202	PORTLAND OR 97210
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671				CURRENT RESIDENT	2181 NW GLISAN ST #204	PORTLAND OR 97210
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673				CURRENT RESIDENT	2181 NW GLISAN ST #206	PORTLAND OR 97210
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677				CURRENT RESIDENT	2181 NW GLISAN ST #301	PORTLAND OR 97210
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690				CURRENT RESIDENT	2181 NW GLISAN ST #404	PORTLAND OR 97210
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693				CURRENT RESIDENT	2181 NW GLISAN ST #407	PORTLAND OR 97210
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704				CURRENT RESIDENT	2181 NW GLISAN ST #508	PORTLAND OR 97210
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715				CURRENT RESIDENT	2182 NW HOYT ST #7	PORTLAND OR 97210
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718				CURRENT RESIDENT	2185 NW FLANDERS ST	PORTLAND OR 97210
719				CURRENT RESIDENT	2186 NW GLISAN ST #1	PORTLAND OR 97210
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723				CURRENT RESIDENT	2186 NW GLISAN ST #23	PORTLAND OR 97210
724				CURRENT RESIDENT	2186 NW GLISAN ST #24	PORTLAND OR 97210
725				CURRENT RESIDENT	2186 NW GLISAN ST #25	PORTLAND OR 97210
726				CURRENT RESIDENT	2186 NW GLISAN ST #26	PORTLAND OR 97210



	A	B	C	D	E	F
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736				CURRENT RESIDENT	2186 NW GLISAN ST #4	PORTLAND OR 97210
737				CURRENT RESIDENT	2186 NW GLISAN ST #41	PORTLAND OR 97210
738				CURRENT RESIDENT	2186 NW GLISAN ST #42	PORTLAND OR 97210
739				CURRENT RESIDENT	2186 NW GLISAN ST #43	PORTLAND OR 97210
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751				CURRENT RESIDENT	325 NW 21ST AVE #103	PORTLAND OR 97210
752				CURRENT RESIDENT	325 NW 21ST AVE #104	PORTLAND OR 97210
753				CURRENT RESIDENT	325 NW 21ST AVE #201	PORTLAND OR 97210
754				CURRENT RESIDENT	325 NW 21ST AVE #202	PORTLAND OR 97210
755				CURRENT RESIDENT	325 NW 21ST AVE #203	PORTLAND OR 97210
756				CURRENT RESIDENT	325 NW 21ST AVE #204	PORTLAND OR 97210
757				CURRENT RESIDENT	325 NW 21ST AVE #300	PORTLAND OR 97210
758				CURRENT RESIDENT	326 NW 21ST AVE	PORTLAND OR 97209
759				CURRENT RESIDENT	334 NW 21ST AVE	PORTLAND OR 97209
760				CURRENT RESIDENT	415 NW 21ST AVE #201	PORTLAND OR 97210
761				CURRENT RESIDENT	415 NW 21ST AVE #202	PORTLAND OR 97210
762				CURRENT RESIDENT	415 NW 21ST AVE #203	PORTLAND OR 97210
763				CURRENT RESIDENT	415 NW 21ST AVE #204	PORTLAND OR 97210
764				CURRENT RESIDENT	415 NW 21ST AVE #301	PORTLAND OR 97210
765				CURRENT RESIDENT	415 NW 21ST AVE #302	PORTLAND OR 97210
766				CURRENT RESIDENT	415 NW 21ST AVE #303	PORTLAND OR 97210
767				CURRENT RESIDENT	415 NW 21ST AVE #304	PORTLAND OR 97210
768				CURRENT RESIDENT	415 NW 21ST AVE #401	PORTLAND OR 97210
769				CURRENT RESIDENT	415 NW 21ST AVE #402	PORTLAND OR 97210
770				CURRENT RESIDENT	415 NW 21ST AVE #403	PORTLAND OR 97210
771				CURRENT RESIDENT	415 NW 21ST AVE #404	PORTLAND OR 97210
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775				CURRENT RESIDENT	415 NW 21ST AVE #504	PORTLAND OR 97210
776				CURRENT RESIDENT	417 NW 21ST AVE	PORTLAND OR 97210
777				CURRENT RESIDENT	421 NW 20TH AVE	PORTLAND OR 97209
778				CURRENT RESIDENT	424 NW 21ST AVE #001	PORTLAND OR 97209
779				CURRENT RESIDENT	424 NW 21ST AVE #-01	PORTLAND OR 97209
780				CURRENT RESIDENT	424 NW 21ST AVE #1	PORTLAND OR 97209
781				CURRENT RESIDENT	424 NW 21ST AVE #101	PORTLAND OR 97209
782				CURRENT RESIDENT	424 NW 21ST AVE #102	PORTLAND OR 97209
783				CURRENT RESIDENT	424 NW 21ST AVE #103	PORTLAND OR 97209
784				CURRENT RESIDENT	424 NW 21ST AVE #104	PORTLAND OR 97209
785				CURRENT RESIDENT	424 NW 21ST AVE #105	PORTLAND OR 97209
786				CURRENT RESIDENT	424 NW 21ST AVE #106	PORTLAND OR 97209
787				CURRENT RESIDENT	424 NW 21ST AVE #107	PORTLAND OR 97209
788				CURRENT RESIDENT	424 NW 21ST AVE #108	PORTLAND OR 97209
789				CURRENT RESIDENT	424 NW 21ST AVE #109	PORTLAND OR 97209
790				CURRENT RESIDENT	424 NW 21ST AVE #110	PORTLAND OR 97209
791				CURRENT RESIDENT	424 NW 21ST AVE #201	PORTLAND OR 97209
792				CURRENT RESIDENT	424 NW 21ST AVE #202	PORTLAND OR 97209



	A	B	C	D	E	F
793				CURRENT RESIDENT	424 NW 21ST AVE #203	PORTLAND OR 97209
794				CURRENT RESIDENT	424 NW 21ST AVE #204	PORTLAND OR 97209
795				CURRENT RESIDENT	424 NW 21ST AVE #205	PORTLAND OR 97209
796				CURRENT RESIDENT	424 NW 21ST AVE #206	PORTLAND OR 97209
797				CURRENT RESIDENT	424 NW 21ST AVE #207	PORTLAND OR 97209
798				CURRENT RESIDENT	424 NW 21ST AVE #208	PORTLAND OR 97209
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800				CURRENT RESIDENT	424 NW 21ST AVE #210	PORTLAND OR 97209
801				CURRENT RESIDENT	424 NW 21ST AVE #301	PORTLAND OR 97209
802				CURRENT RESIDENT	424 NW 21ST AVE #302	PORTLAND OR 97209
803				CURRENT RESIDENT	424 NW 21ST AVE #303	PORTLAND OR 97209
804				CURRENT RESIDENT	424 NW 21ST AVE #304	PORTLAND OR 97209
805				CURRENT RESIDENT	424 NW 21ST AVE #305	PORTLAND OR 97209
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809				CURRENT RESIDENT	424 NW 21ST AVE #309	PORTLAND OR 97209
810				CURRENT RESIDENT	424 NW 21ST AVE #310	PORTLAND OR 97209
811				CURRENT RESIDENT	432 NW 21ST AVE	PORTLAND OR 97209
812				CURRENT RESIDENT	517 NW 21ST AVE	PORTLAND OR 97210
813				CURRENT RESIDENT	519 NW 21ST AVE	PORTLAND OR 97210
814				CURRENT RESIDENT	526 NW 21ST AVE #1	PORTLAND OR 97209
815				CURRENT RESIDENT	526 NW 21ST AVE #21	PORTLAND OR 97209
816				CURRENT RESIDENT	526 NW 21ST AVE #22	PORTLAND OR 97209
817				CURRENT RESIDENT	526 NW 21ST AVE #23	PORTLAND OR 97209
818				CURRENT RESIDENT	526 NW 21ST AVE #24	PORTLAND OR 97209
819				CURRENT RESIDENT	526 NW 21ST AVE #25	PORTLAND OR 97209
820				CURRENT RESIDENT	526 NW 21ST AVE #26	PORTLAND OR 97209
821				CURRENT RESIDENT	526 NW 21ST AVE #27	PORTLAND OR 97209
822				CURRENT RESIDENT	526 NW 21ST AVE #28	PORTLAND OR 97209
823				CURRENT RESIDENT	526 NW 21ST AVE #3	PORTLAND OR 97209
824				CURRENT RESIDENT	526 NW 21ST AVE #31	PORTLAND OR 97209
825				CURRENT RESIDENT	526 NW 21ST AVE #32	PORTLAND OR 97209
826				CURRENT RESIDENT	526 NW 21ST AVE #33	PORTLAND OR 97209
827				CURRENT RESIDENT	526 NW 21ST AVE #34	PORTLAND OR 97209
828				CURRENT RESIDENT	526 NW 21ST AVE #35	PORTLAND OR 97209
829				CURRENT RESIDENT	526 NW 21ST AVE #36	PORTLAND OR 97209
830				CURRENT RESIDENT	526 NW 21ST AVE #37	PORTLAND OR 97209
831				CURRENT RESIDENT	526 NW 21ST AVE #38	PORTLAND OR 97209
832				CURRENT RESIDENT	526 NW 21ST AVE #4	PORTLAND OR 97209
833				CURRENT RESIDENT	526 NW 21ST AVE #41	PORTLAND OR 97209
834				CURRENT RESIDENT	526 NW 21ST AVE #42	PORTLAND OR 97209
835				CURRENT RESIDENT	526 NW 21ST AVE #43	PORTLAND OR 97209
836				CURRENT RESIDENT	526 NW 21ST AVE #44	PORTLAND OR 97209
837				CURRENT RESIDENT	526 NW 21ST AVE #45	PORTLAND OR 97209
838				CURRENT RESIDENT	526 NW 21ST AVE #46	PORTLAND OR 97209
839				CURRENT RESIDENT	526 NW 21ST AVE #47	PORTLAND OR 97209
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841				CURRENT RESIDENT	526 NW 21ST AVE #51	PORTLAND OR 97209
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843				CURRENT RESIDENT	526 NW 21ST AVE #53	PORTLAND OR 97209
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847				CURRENT RESIDENT	526 NW 21ST AVE #57	PORTLAND OR 97209
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849				CURRENT RESIDENT	526 NW 21ST AVE #61	PORTLAND OR 97209
850				CURRENT RESIDENT	526 NW 21ST AVE #62	PORTLAND OR 97209
851				CURRENT RESIDENT	526 NW 21ST AVE #63	PORTLAND OR 97209
852				CURRENT RESIDENT	526 NW 21ST AVE #64	PORTLAND OR 97209
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855				CURRENT RESIDENT	526 NW 21ST AVE #67	PORTLAND OR 97209
856				CURRENT RESIDENT	526 NW 21ST AVE #68	PORTLAND OR 97209
857				CURRENT RESIDENT	527 NW 21ST AVE	PORTLAND OR 97210
858				CURRENT RESIDENT	529 NW 21ST AVE #A	PORTLAND OR 97210



	A	B	C	D	E	F
859				CURRENT RESIDENT	616 NW 22ND AVE	PORTLAND OR 97210
860				CURRENT RESIDENT	618 NW 22ND AVE	PORTLAND OR 97210
861				CURRENT RESIDENT	636 NW 21ST AVE	PORTLAND OR 97209
862	RETURN SERVICE REQUESTED	OWNER	1N1E33CA 400	21 GLISAN LLC	PO BOX 4803	PARKER CO 80134-1462
863	RETURN SERVICE REQUESTED	OWNERS AGENT	21 GLISAN LLC	BRAD JOHNSON	11640 SE JODY ST	BEAVERTON OR 97005
864	RETURN SERVICE REQUESTED	APPLICANT	INVESTMENT BUILDERS LLC	LYON JACK	3411 NE 65TH ST	VANCOUVER WA 98661
865	RETURN SERVICE REQUESTED		NEIGHBORS WEST-NORTHWEST	SIEBER MARK	2257 NW RALEIGH ST	PORTLAND OR 97210
866	RETURN SERVICE REQUESTED		LAND USE NOTICE CONTACT	NOB HILL BA	25 NW 23RD AVE STE 6-PMB 217	PORTLAND OR 97210
867	RETURN SERVICE REQUESTED		NORTHWEST DISTRICT ASSOCIATION	GREG THEISEN	2257 NW RALEIGH ST	PORTLAND OR 97210
868	RETURN SERVICE REQUESTED		LAND USE NOTICE CONTACT	CENTRAL CITY CONCERN	232 NW 6TH AVE	PORTLAND OR 97209
869	RETURN SERVICE REQUESTED		LAND USE NOTICE CONTACT	NW NATURAL GAS	220 NW 2ND AVE 2ND FL	PORTLAND OR 97209
870	RETURN SERVICE REQUESTED		LAND USE NOTICE CONTACT	PACIFIC POWER & LIGHT	7544 NE 33RD DR	PORTLAND OR 97211
871	RETURN SERVICE REQUESTED		LAND USE NOTICE CONTACT	PLAN AMENDMENT SPECIALIST	635 CAPITAL ST NE #150	SALEM OR 97301
872	RETURN SERVICE REQUESTED		LAND USE NOTICE CONTACT	PORT OF PORTLAND PLANNING	PO BOX 3529	PORTLAND OR 97208
873	RETURN SERVICE REQUESTED		LAND USE NOTICE CONTACT	STATE HISTORIC PRESERVATION OFFICE	725 SUMMER NE #C	SALEM OR 97301
874	RETURN SERVICE REQUESTED		LAND USE NOTICE CONTACT	TRANSIT DEVELOPMENT	1800 SW FIRST AVE SUITE 300	PORTLAND OR 97201
875	RETURN SERVICE REQUESTED		LAND USE NOTICE CONTACT	PORTLAND SCHOOL DISTRICT	501 N DIXON	PORTLAND OR 97227
876	RETURN SERVICE REQUESTED			JUDY PETERS	6916 NE 40TH ST	VANCOUVER WA 98661
877	RETURN SERVICE REQUESTED			KARLA MOORE-LOVE (CITY HALL)	1221 SW 4TH AVE #130	PORTLAND OR 97204
878					DAWN KRANTZ	B299/R5000
879					HEARINGS CLERK	299/3100
880					PROSPER PORTLAND	129/PROSPER
881	RETURN SERVICE REQUESTED		21-076261 HRNG 1-4-22	CASE FILE FUCHS	1900 SW 4TH AVE #5000	PORTLAND OR 97201





# Urban Forestry

## Land Use Review Response

Date: December 28, 2021  
From: Andrew Gallahan  
503-823-4511, [Andrew.Gallahan@portlandoregon.gov](mailto:Andrew.Gallahan@portlandoregon.gov)  
Case File: 21-076261-000-00-LU  
Location: 501 NW 21ST AVE  
Proposal: HLC HEARING - The applicant seeks Historic Resource Review approval for exterior alterations to add 2 stories of apartments over an existing one-story, non-contributing restaurant in the Alphabet Historic District and the Northwest Plan District. The 5,000 square foot site, located at the northwest corner of the intersection of NW 21st and NW Glisan Street, has an existing 1940s structure constructed of cast in place concrete and a 2013 partial second story office addition to the west end of the building. These proposed new second and third levels will contain four apartments each, centered around an enclosed courtyard, with a new lobby/stair and recycling/trash room at the ground level.

Historic Resource Review is required for non-exempt exterior alterations in a Historic District per Portland Zoning Code (PZC) Section 33.445.320.A.

Urban Forestry has reviewed the proposal for its impact on existing street trees and heritage trees, street tree planting requirements and related mitigation, in accordance with Title 11, Trees.

### **PLEASE NOTE THERE MAY BE OTHER APPLICABLE TREE REQUIREMENTS AS PER TITLE 33 PLANNING & ZONING.**

#### **A. Response Summary**

Urban Forestry does not recommend approval at this time. It appears that street trees required to be preserved as per UF EA Response EA 21-188301 may be impacted. Urban Forestry would like to see a Tree Protection Plan for the existing Armstrong Maple street trees along NW 21<sup>st</sup> Ave, as well as a technical analysis of construction methods for exterior work, including proposed balconies over right-of-way, to determine potential impacts to street trees. Analysis should include scaffolding and any other equipment requiring access to right-of-way for construction.

#### **B. Tree Plan (11.50.060)**

A tree plan must be submitted with each phase of review including land use reviews, building permit applications, and public works permits. A tree plan was submitted with the EA application, but additional tree information is required. The plan must include the following information for street trees:

- a. The size and location of street trees adjacent to the subject property.
- b. Trees proposed to be preserved including tree protection specifications in accordance with 11.60.030.
- c. Tree(s) proposed for removal.
- d. Tree planting plan (tree species and location(s)).

#### **C. Street Trees**

1. *Existing Street Conditions* (inventoried on 9/3/2020)





- a. NW 21<sup>st</sup> Ave: The site has approximately 50 feet of street frontage. The right-of-way is improved with pavement, curbs, planting cutouts, and sidewalks. There are no overhead high voltage power lines. There are two street trees.
  - i. Armstrong red maple (*Acer rubrum* ‘Armstrong’), 12.9” DBH, good condition
  - ii. Armstrong red maple (*Acer rubrum* ‘Armstrong’), 13.8” DBH, good condition
- b. NW Glisan St: The site has approximately 100 feet of street frontage. The right-of-way is improved with pavement, curbs, planting cutouts, and sidewalks. There are no overhead high voltage power lines. There are three street trees.
  - i. Armstrong red maple (*Acer rubrum* ‘Armstrong’), 15.8” DBH, poor condition
  - ii. Persian ironwood (*Parrotia persica*), 9.8” DBH, good condition
  - iii. Purple leaf plum (*Prunus cerasifera* ‘Thundercloud’), 15.5” DBH, good condition

2. *Street Tree Preservation* (11.50.040)

Based on the proposed development it appears existing street trees may be impacted. Development proposals must be configured to avoid street trees.

The Armstrong Red Maple along NW Glisan St should be removed as a part of this project due to its declining health and structural condition. Due to the species, size, and condition of trees removed, no trees are required to be planted to mitigate the loss as a result of this project. Street tree planting standards must be met in accordance with 11.50.060.C. Trees will be required to be planted through the either the building permit or a public works permit.

The remaining street trees along NW Glisan St and both street trees along NW 21<sup>st</sup> Ave must be preserved at all phases of construction. These trees are healthy, non-nuisance species that are appropriate for their location. Pruning is likely to be required for this project; however, pruning will be limited to clearance for the building. Trees may not be pruned or removed for temporary measures like scaffolding. If the applicant believes the tree must be removed to facilitate development, the applicant must provide adequate technical analysis demonstrating why the tree cannot be preserved while developing the site to City standards.

3. *Street Tree Protection Specifications* (11.60.030)

Tree protection is required in accordance with Title 11 Trees, Protection Methods (11.60.030). Tree protection shall follow either the Prescriptive or Performance path. Protection methods must be shown on the tree plan. If using the Performance path, the alternate tree protection plan must be prepared by an arborist who has visited the site

4. *Street Tree Planting* (11.50.060.C)

One street tree must be planted or retained for each full increment of 25 linear feet (11.50.060.C.1). Street trees must be planted at a minimum 2.5 caliper inches. Trees will be required to be planted through the building permit or a public works permit.

- a. NW 21<sup>st</sup> Ave: The site has approximately 50 feet of street frontage at this location requiring two trees to be planted or preserved.
- b. NW Glisan St: The site has approximately 100 feet of street frontage at this location requiring up to four trees to be planted or preserved.

Street tree planting may be exempt under 11.50.060.B when existing above or below grade utilities prevent planting street trees or when the existing planting strip is less than 3-feet wide.





Due to the existing condition of the right-of-way, street trees may not be required unless PBOT requires frontage improvements.

#### **D. Conditions of Approval**

Urban Forestry does not recommend approval at this time. It appears that street trees required to be preserved as per UF EA Response EA 21-188301 may be impacted.







## **URBAN FORESTRY TREE REQUIREMENTS**

### **Early Assistance and Land Use Review**

Portland Parks & Recreation Urban Forestry staff review Early Assistance and Land Use Review materials to identify potential issues and requirements in accordance with Title 11, Trees and Title 33, Zoning Code. The purpose of these reviews is to identify potential issues and/or impacts on existing street trees, heritage trees, and trees on City-owned or managed sites (if applicable), as well as to provide adequate areas for future street tree planting on existing and proposed public streets. Trees on private property are subject to development standards from the Bureau of Development Services. See planning requirements for private property trees or call the Zoning Hotline at 503-823-7526.

#### Tree Plan Submittal Requirements (11.50.070)

A tree plan must be submitted with each phase of review including land use reviews, building permit applications, and public works permits. The tree plan information may be combined with other relevant plan sheets. The tree plan submittal shall include the following information:

- ☐ existing improvements;
- ☐ proposed alterations;
- ☐ existing street trees  $\geq 3"$  DBH including size and location;
- ☐ existing on-site trees  $\geq 6"$  DBH within 15' of the limits of disturbance;
- ☐ trees proposed for removal;
- ☐ tree planting proposal, including tree size, species and location; and
- ☐ trees to be retained and proposed tree protection measures meeting the specification in Chapter 11.60.

Any changes to an approved Tree Plan, including amending tree species must be approved by the City Forester. Please note that the City Forester may not approve revised tree planting plans based on the lack of species availability. To facilitate species availability, it is recommended that tree procurement occur approximately 6 months prior to installation.

#### Tree Mitigation (11.50.040.C.2)

Healthy street trees  $\geq 6"$  DBH that are approved for removal shall be replanted with two trees in addition to trees required to be planted to meet Street Tree Planting Standards, below. When street improvements are to partially or fully unimproved streets, healthy street trees  $\geq 12"$  DBH approved for removal shall be replanted with two trees, with trees planted to meet Street Tree Planting Standards credited towards meeting this requirement. Tree replacement for trees removed shall occur in the street planter strip, on site, or in the same watershed either by planting or by paying a fee in lieu of planting in accordance with table 60-1, below.

On City-owned or managed sites, healthy, non-nuisance trees  $\geq 6"$  DBH that are approved for removal shall be replanted per the Administrative Rule PRK-2.04 for tree replacement standards, below:





## Tree Replacement for Development on City Owned or Managed Sites

Size of tree to be removed (inches in diameter)	Number of trees to be planted
6 and up to 12	Up to 2
More than 12 and up to 20	Up to 3
More than 20 and up to 25	Up to 5
More than 25	Up to 6

### Street Tree Planting Standards (11.50.050)

One street tree shall be planted or retained for each full increment of 25 linear feet per side of street frontage. Planting is exempt when existing above or below grade utilities prevent planting of street trees, or if the existing design of the street will not accommodate street tree planting because the planting strip is less than 3 feet wide, there is not a planting strip, or there is insufficient space to add tree wells. Trees planted to meet street tree planting standards are credited toward mitigation requirements when street improvements are to partially or fully unimproved streets. When the required number of trees cannot be planted, a fee in lieu of planting will be required, in accordance with Table 60-1, below.

**Table 60-1 Broadleaf Tree Size Requirements**

Development Type	Tree Size	
	On Site	Street
One and Two Family Residential	1.5"	1.5"
Multi Dwelling Residential	1.5"	2"
All others	1.5"	2.5"

### Tree Planting Specifications

If there are fewer than 8 required trees, they may all be the same species. If there are between 8 and 24 required trees, no more than 40 percent can be of one species. If there are more than 24 required trees, no more than 24 percent can be of one species. Street tree species shall conform to the appropriate "City of Portland Approved Street Tree Planting List." The City Forester may approve or require an alternate or unlisted species.

All required street trees shall be planted in-ground following Standard Drawing Number P-581 "Typical Street Tree installation," except when in raised planters that are used to meet Bureau of Environmental Services storm water management requirements. Please include the Standard Drawing Number P-581 as part of the Public Works permit application. Plant materials shall be installed to current nursery industry standards and proper arboricultural practices [American National Standards Institute, *ANSI A300 Part 6: Tree, Shrub, and Other Woody Plant Maintenance-Standard Practices (Planting and Transplanting)* 2012, Tree Care Industry Association, Inc. Londonderry, NH]. Plant materials shall be properly supported to ensure survival.





All trees required or approved to be planted by Title 11 shall be planted or payment in lieu of planting made prior to the expiration of the permit or City's final acceptance of the project, as applicable. However, it is encouraged that planting occur during the wet months or as per City Forester recommendations. Street tree planting may be deferred between May 1 and September 30 upon filing a performance guarantee as provided in Section 11.10.060 or other assurance deemed acceptable by the City Forester or BDS Director as applicable.

#### Tree Protection Specifications (11.60.030)

Trees to be retained shall be protected in accordance with Title 11 Trees, Protection Specifications (11.60.030.C). Tree protection shall be shown on the tree plan and include the distance from the trunk of the tree to the fence. A standard root protection zone is established as follows; a minimum of 1 foot radius (measured horizontally away from the face of the tree trunk) for each inch of tree diameter. Protection fencing shall be a minimum 6-foot high metal chain link construction fence, secured with 8-foot metal posts established at the edge of the root protection zone and permissible encroachment area.







**PORTLAND BUREAU OF TRANSPORTATION**

1900 SW Fourth Ave., Suite 5000 Portland, OR 97201 503-823-5185  
Fax 503-823-7576 TTY 503-823-6868 [www.portlandoregon.gov/transportation](http://www.portlandoregon.gov/transportation)

Jo Ann Hardesty Commissioner Chris Warner Director

**RESPONSE TO THE BUREAU OF DEVELOPMENT SERVICES  
LAND USE REVIEW REQUEST**

**Portland Transportation  
Development Review  
Bureau of Transportation Engineering & Development**

LU: 21-076261-000-00-LU Date: January 4, 2022  
To: Hillary Adam, Bureau of Development Services, B299/R5000  
From: Robert Haley, B106/800, 503-823-5171  
Applicant: Investment Builders, Llc \*Jack Lyon\*  
INVESTMENT BUILDERS, LLC  
3411 NE 65TH ST  
VANCOUVER, WA 98661

Location: 501 NW 21ST AVE

TYPE OF REQUEST: Type 3 procedure HR - Historic Resource Review

**DESCRIPTION OF PROJECT**

HLC HEARING - The applicant proposes to add two stories of apartments over an existing one-story noncontributing building that contains a restaurant in the Alphabet Historic District. The proposed new second and third levels will contain four apartments each, centered around an enclosed courtyard, with a new lobby/stair and recycling/trash room at the ground level. Historic resource Review is required because the proposal is for non-exempt exterior alterations in a historic district.

**RESPONSE**

Portland Transportation/Development Review has reviewed the application for its potential impacts regarding the public right-of-way, traffic impacts and conformance with adopted policies, street designations, Title 33, Title 17, and for potential impacts upon transportation services.

At this location, NW 21<sup>st</sup> Avenue is classified as a Neighborhood Collector, Transit Access Street, Major City Walkway, Major Emergency Response Street, and a Local Service street for all other transportation modes in the City's Transportation System Plan. Based on City GIS, the frontage is improved with a 12-ft sidewalk corridor with a 0-12-0 configuration. Since the site is located within a pedestrian district on an arterial street, a 15-ft sidewalk corridor with a 4.5-8-2.5 is required. Since the existing building is located on the property line, no dedications will be required. This sidewalk must be reconstructed with a 4.5-6-1.5 configuration.

NW Glisan St is classified as a Transit Access Street, City Bikeway, City Walkway, Major Emergency Response Street, and a Local Service Street for all other transportation modes in the City's Transportation System Plan. Based on City GIS, the frontage is improved with a 12-ft sidewalk corridor with a 0-12-0 configuration. This sidewalk must be reconstructed with a 4.5-6-1.5 configuration



### **Required Street Improvements as Conditions of Building Permit Approval**

The applicant will be required to upgrade the corner ADA ramp to current standards as a condition of building permit approval. In addition, any damaged sidewalk sections must be repaired after construction of the apartment addition.

Given the narrow area for construction of the additional units, the sidewalks are likely to be damaged. Reconstruction of the frontages shall be a condition of building permit approval.

Since the existing building is to remain and it is constructed to the street property line, no dedication will be required.

The existing driveway curb cut on NW Glisan must be removed unless it leads to a legal parking or loading space per Title 33 standards as interpreted by BDS planners. If BDS determined the curb cut leads to a legal parking/loading space that meets all the development standards in Title 33.266.

### **Transportation System Development Charges (Chapter 17.15)**

System Development Charges (SDCs) may be assessed for this development. The applicant can receive an estimate of the SDC amount prior to submission of building permits by contacting Rich Eisenhauer at 503-823-6108.

### **Driveways and Curb Cuts (Section 17.28)**

Curb cuts and driveway construction must meet the requirements in Title 17. The Title 17 driveway requirements will be enforced during the review of building permits.

### **RECOMMENDATION**

No objection to approval

NOTE: The frontage improvements identified above shall be conditions of building permit approval. The improvements must be constructed under a separate public works permit per the requirements of the City Engineer. A financial guarantee shall also be required.





**City of Portland, Oregon**  
**Bureau of Development Services**  
**Site Development**  
**FROM CONCEPT TO CONSTRUCTION**

Dan Ryan, Commissioner  
Rebecca Esau, Director  
Phone: (503) 823-6892  
Fax: (503) 823-5433  
TTY: (503) 823-6868  
[www.portland.gov/bds](http://www.portland.gov/bds)

**Land Use Review Response**  
Site Development Section, BDS

To: Hillary Adam, LUR Division  
From: Kevin Wells, Site Development (503-823-5618)

Location/Legal: BLOCK 18 LOT 4, KINGS 2ND ADD  
Land Use Review: LU 21-076261  
Proposal: HLC HEARING - The applicant seeks Historic Resource Review approval for exterior alterations to add 2 stories of apartments over an existing one-story, non-contributing restaurant in the Alphabet Historic District and the Northwest Plan District. The 5,000 square foot site, located at the northwest corner of the intersection of NW 21st and NW Glisan Street, has an existing 1940's structure constructed of cast in place concrete and a 2013 partial second story office addition to the west end of the building. These proposed new second and third levels will contain four apartments each, centered around an enclosed courtyard, with a new lobby/stair and recycling/trash room at the ground level. Historic Resource Review is required for non-exempt exterior alterations in a Historic District per Portland Zoning Code (PZC) Section 33.445.320.A.

Quarter Sec. Map: 3027  
Date: December 30, 2021

The Bureau of Development Services (BDS) Site Development section provides the following comments based on the land use application and documents provided by the Applicant. References to Portland City Code (PCC) may be included below. City codes are available for on-line review from the City Auditor's [Online Charter and Code page](#).

**RESPONSE SUMMARY**

Site Development does not object to the proposed development. Site Development will address key aspects of the project during building permit review.

**SITE CONDITIONS**

Topography: The site is relatively flat. Site Development does not anticipate significant grading to facilitate the proposed improvements.

Potential Landslide Hazard Area: The site is not in a Potential Landslide Hazard Area.

Flood Hazards: The site is not in a FEMA or City of Portland Flood Hazard Area.

Liquefaction: Based on a review of geologic maps, the site may be susceptible to liquefaction during strong seismic shaking. Importantly, a natural drainage channel that was infilled by historic development traverses near the northwest boundary of the site. The presence of this infilled channel may contribute to the potential for shallow groundwater, liquefaction, and/or undocumented fills below the site.

**SEISMIC REHABILITATION PCC 24.85.**

A mandatory seismic rehabilitation of the existing structure could be required in accordance with PCC 24.85. The provisions of PCC 24.85 prescribe the seismic design requirements for existing buildings undergoing changes of occupancy, additions, alterations, catastrophic damage, fire, or earthquake repair, or mandatory or voluntary seismic strengthening. The requirements of PCC 24.85 only apply to buildings for which a building



permit has been applied for to change the occupancy classification, add square footage to the building, alter or repair the building. PCC 24.85 is available online at <https://www.portlandoregon.gov/citycode/28673>.

#### **BUILDING PERMITS**

The applicant must obtain a building permit to facilitate the proposed improvements. As required by Title 24.10.070, any owner or authorized agent who intends to construct, enlarge, alter, repair, move, change the character or use of the occupancy, or change the occupancy of a building or structure that is regulated by the State Building Code, must first make application to the BDS and obtain a building permit.

#### **GEOTECHNICAL ENGINEERING REQUIREMENTS**

The applicant must submit a geotechnical report with the building permit application. The geotechnical report must be prepared by an Oregon-registered professional engineer with experience in geotechnical engineering. The report must contain recommendations for site preparation, seismic design, and foundation support. The report must also summarize the engineer's evaluation of liquefaction.

#### **CONDITIONS OF APPROVAL**

Site Development does not request conditions of approval.





## **LIFE SAFETY COMMERCIAL PLAN REVIEW RESPONSE**

To: Hillary Adam  
From: Chanel Horn, Life Safety Plans Examiner  
Date: January 3, 2022  
RE: 501 NW 21ST AVE, 21-076261-LU

The following comments are based on the plans and documents provided to the Life Safety Plan Reviewer. They are intended to provide the applicant with preliminary Building Code information that could affect this Land Use review and/or future Building Permit reviews. The comments may not identify all conflicts between this proposal and the Building Codes. A complete Life Safety plan review will be provided at the time of Building Permit submittal. The comments are based on the 2019 Oregon Structural Specialty Code (OSSC), or the 2019 Oregon Mechanical Specialty Code (OMSC), henceforward referred to as the Building Code.

### **RESPONSE SUMMARY**

Life Safety Plan Review does not object to the approval of this proposal. Based on the information provided, there appears to be no conflicts between the proposal and applicable building codes.

### **GENERAL LIFE SAFETY COMMENTS**

- | <b>Item #</b> | <b>Comment</b>   |
|---------------|--|
| 1             | A separate Building Permit is required for the work proposed and the proposal must be designed to meet all applicable building codes and ordinances. OSSC 105.1  |
| 2             | A separate Mechanical Permit is required for the work proposed. OMSC 106.1   |
| 3             | It is recommended the applicant request a Preliminary Life Safety Meeting to verify building code requirements. Information about the Preliminary Meeting process is available online at: <a href="https://www.portland.gov/bds/early-assistance/life-safety-preliminary-meetings">https://www.portland.gov/bds/early-assistance/life-safety-preliminary-meetings</a> .  |
| 4             | Most occupancy groups and construction types require exterior walls less than 30 feet to a property line to have 1-hour fire-rated construction. Please verify required wall rating based on Table 602. <ul style="list-style-type: none"><li>• Exterior walls located less than or equal to 10 feet to a property line must be 1-hour fire-rated for exposure to fire from both sides.</li><li>• Exterior walls located more than 10 feet to a property line must be 1-hour fire-rated for exposure to fire from the inside only. OSSC 602.1, 705.5</li></ul> |
| 5             | Openings in exterior walls less than 3 feet to a property line are not allowed. Unprotected openings in exterior walls less than 5 feet to a property line are not allowed in an un-sprinklered building. OSSC 705.8   |
| 6             | Doors and windows shall not open or project into the public right-of-way. An approved appeal through PBOT is required for any doors or windows that project into the public right-of-way. OSSC 3202.2  |

Building Code information is also available online at: <http://www.portlandonline.com/bds/> or by calling (503) 823-1456.





# CITY OF PORTLAND ENVIRONMENTAL SERVICES



1120 SW Fifth Avenue, Suite 613, Portland, Oregon 97204 ■ Mingus Mapps, Commissioner ■ Michael Jordan, Director

## Land Use Response

**Date:** December 23, 2021

**To:** Grace Jeffreys, BDS Land Use Services  
503-865-6521, Grace.Jeffreys@portlandoregon.gov

**From:** Abigail Cermak, BES Systems Development  
503-823-7577, Abigail.Cermak@portlandoregon.gov

**Case File:** LU 21-076261

**Location:** 501 NW 21ST AVE

**R#:** R198582

**Proposal:** HLC HEARING - The applicant seeks Historic Resource Review approval for exterior alterations to add 2 stories of apartments over an existing one-story, non-contributing restaurant in the Alphabet Historic District and the Northwest Plan District. The 5,000 square foot site, located at the northwest corner of the intersection of NW 21st and NW Glisan Street, has an existing 1940's structure constructed of cast in place concrete and a 2013 partial second story office addition to the west end of the building. These proposed new second and third levels will contain four apartments each, centered around an enclosed courtyard, with a new lobby/stair and recycling/trash room at the ground level. Historic Resource Review is required for non-exempt exterior alterations in a Historic District per Portland Zoning Code (PZC) Section 33.445.320.A.

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The following comments are based on the land use review plans and documents provided to the Bureau of Environmental Services (BES). Some references to Portland City Code (PCC) are included below; the applicant may also refer to the Auditor's Office [Online Charter and Code page](#).

### A. RESPONSE SUMMARY

BES does not object to approval of the historic resource review application. The proposed development will be subject to BES standards and requirements during the permit review process.

### B. SANITARY SERVICE

*For BES to recommend approval of the historic resource review application, the applicant must demonstrate that the proposed project will accommodate sanitary disposal facilities that are approvable under PCC 17.32. The comments below relate to this requirement.*

1. **Existing Sanitary Infrastructure:** According to available GIS data, the following sewer infrastructure is located in the vicinity of the project site:
  - a. There is a public 8-inch vitrified clay (VSP) combined sewer on the north side of NW Glisan St (BES as-built #21350). BES models predict that this sewer may surcharge during the 2-year storm event. Please note that due to capacity issues, BES may have concerns with any new storm connections to this sewer.
  - b. There is a public 9-inch vitrified clay (VSP) combined sewer on the south side of NW Glisan St (BES as-built #21350).
  - c. There is a 60-inch reinforced concrete (RCP) combined sewer in NW 21<sup>st</sup> Ave (BES as-built #3318).



2. *Service Availability:* Sanitary connections from private property that are to be permitted according to PCC 17.32.090 must be separately conveyed to the property line and connected through individual laterals to a City sanitary or combined sewer. All discharge must be connected via a route of service approved by the BES Chief Engineer.
  - a. *Existing Development:* According to City records, the existing structure appears to be connected to the 60-inch combined sewer in NW 21<sup>st</sup> Ave via a lateral located approximately 48 feet north of sewer junction node ID ABK709 in NW 21<sup>st</sup> Ave.
  - b. *Proposed Development:* The applicant is proposing a new sanitary connection to the 8-inch combined sewer in NW Glisan St within its frontage. New sanitary connections will be evaluated at the time of building permit. Please note that due to capacity issues, BES may have concerns with any new storm connections to this sewer.
3. *Water Main and Sewer Main Locations:* According to available GIS data, a water main is located between the proposed development site and the combined sewer mains in NW Glisan St. Any new connection(s) to the sewer main will cross the water main and will therefore require a [Water Utility Protection Plan](#). Sanitary laterals must meet required separation distances according to the Water Bureau; the applicant should contact the assigned Water Bureau reviewer or the Water Bureau general email ([devrev@portlandoregon.gov](mailto:devrev@portlandoregon.gov)) with questions related to required separation distances.
4. *Connection Requirements:* Connections to the City sewer system must meet the standards of the City of Portland's [Sewer and Drainage Facilities Design Manual](#), [PCC 17.32.090](#), administrative rules [ENB-4.07](#) and [ENB-4.17](#), and all other relevant City codes and rules. Sanitary sewage from private property must be separately conveyed to the property line and connected through individual laterals for discharge to the City separate sanitary or combined sewer. Per [ENB-4.07](#), sewer connection permits are required to make new connections to City mains and laterals, relocate or upsize existing laterals, and repair sewers in City right-of-way. The permittee is responsible for verifying the location, depth and size of an existing sewer lateral and for ensuring the lateral is clear of obstructions prior to connection.

*BES does not have specific approval criteria related to historic resource reviews. Staff has provided the above information in order to assist BDS Land Use Services with review of relevant approval criteria and to inform the applicant of sewer requirements that will apply to future development of the site.*

### **C. STORMWATER MANAGEMENT**

*For BES to recommend approval of the historic resource review application, the applicant must demonstrate that the proposed project will accommodate stormwater management facilities that are approvable under PCC 17.38. The comments below relate to this requirement.*

1. *Existing Stormwater Infrastructure:* According to available GIS data, the following stormwater infrastructure is located in the vicinity of the project site:
  - a. There are no public storm-only sewers available to this property.
2. *General Stormwater Management Requirements:* Development and redevelopment sites that include any of the triggers listed in PCC 17.38.040 are subject to the policies and standards of PCC 17.38.035, Portland's [Stormwater Management Manual](#) (SWMM) and [Source Control Manual](#) (SCM). Projects must comply with the current adopted version of the SWMM as of the permit application date. A fundamental evaluation factor in the SWMM is the Stormwater Infiltration and Discharge Hierarchy (Section 1.3.3), which sets the framework that will be used to determine when a project's stormwater runoff must be infiltrated onsite and when offsite discharge will be permitted, and the parameters that must be met for either scenario. If tested infiltration rates on a property are greater than or equal



to 2 inches per hour, onsite infiltration will be required unless the site qualifies for the ecoroof exception per Section 3.2.1 or infiltration is determined infeasible based on site conditions described in Chapter 2 of the SWMM. Note that maximum building coverage allowed by the zoning code, including below grade development, does not exempt the applicant from stormwater requirements. Pollution reduction and flow control requirements must be met using vegetated facilities to the maximum extent feasible, though roof runoff and some paved impervious surfaces are exempt when discharging directly to a UIC (refer to Sections 1.3.2, 1.3.4, 3.2.4 and 4.2.2 of the SWMM).

3. *Private Property Stormwater Management:* Stormwater runoff from this project must comply with all applicable standards of the SWMM and be conveyed to a discharge point along a route of service approved by the BES Director or the Director's designee.
  - a. Per the submitted plans, it appears that the project proposes vertical additions to an existing structure within the existing building footprint. Per Section 1.2.1.2 of the SWMM, since the footprint of the new area is less than 10,000 square feet, it is exempt from stormwater management requirements of the SWMM.
4. *Public Right-of-Way Stormwater Management:* Stormwater runoff from public right-of-way improvements as required by the City of Portland Bureau of Transportation (PBOT) must be managed according to the standards of the SWMM and the Sewer and Drainage Facilities Design Manual.
  - a. It does not appear that the required public right-of-way improvements will exceed 500 SF of triggered impervious area. However, if the scope of work changes or future analysis shows that the triggered area will exceed 500 SF, then the applicant should note that this area is eligible to pay an Offsite Stormwater Management Fee in lieu of building a stormwater facility through the Staff Review Special Circumstances (SRSC) process. Refer to Section 1.8.1 of the SWMM and contact BES Development Engineering staff to confirm SWMM requirements.

*BES does not have specific approval criteria related to historic resource reviews. Staff has provided the above information in order to assist BDS Land Use Services with review of relevant approval criteria and to inform the applicant of stormwater management requirements that will apply to future development of the site.*

#### **D. CONDITIONS OF APPROVAL**

BES has no recommended conditions of approval.

#### **E. PERMIT INFORMATION**

At the time of permit review the applicant should be aware of the following:

1. *Connection Fees:* Sewer system development charges and connection fees are assessed at the time of building plan review and change every fiscal year on July 1<sup>st</sup>. For additional information on these fees use the [BDS Online Fee Estimator](#) or call the BES Development Review Team at 503-823-7761, option 2.
2. *Building Plans:* Building plans for this project must include a detailed site utility plan which shows proposed and existing sanitary connections, as well as stormwater management that meets the requirements of the version of the SWMM that is in effect at the time permit applications are submitted.
3. *Source Control Requirements:* Source control requirements from the [Source Control Manual](#) (SCM), [Portland City Code \(PCC\) Title 17](#), and [BES Administrative Rules](#) that may be applicable to this project are listed below with the corresponding chapter, section, code,



and/or rule. For specific questions on the following, please contact BES Source Control at 503-823-7122.

- a. *Site Use and Activity-Based Source Control Requirements (SCM Chapter 6)*: BES recommends the applicant review the following SCM sections to understand the structural, treatment, and operational BMP requirements that may impact the project design.

- 1) *Waste and Recycling Storage (SCM Section 6.1)*

#### **F. ADMINISTRATIVE REVIEW**

The applicant may request a modification of a decision presented in this response, as applicable, via an administrative review as outlined in PCC sections 17.06.050, 17.32.150, 17.33.100, 17.34.115, 17.36.110, 17.38.060 and 17.39.120 and in those sections' associated administrative rules. Some portions of this response are not decisions, but guidance related to requirements that this proposal may be subject to during City review of other processes, such as a building permit or public works permit review. While these are not decisions that are ripe to be considered through an administrative review, if the outcome of a future administrative review needs to be anticipated at this time in order to inform the land use action, the administrative review process may be utilized. Some items, such as technical standards, are not reviewable. For guidance on whether a modification can be requested and whether the land use process is the proper time to request it, consult with the BES staff identified above prior to submitting a request.

There is no fee charged for an administrative review, and all BES penalties and late fees will be stayed pending the outcome of the review process, as applicable. To request an administrative review, the applicant must complete the Administrative Review Request Form (located here: [www.portlandoregon.gov/bes/68285](http://www.portlandoregon.gov/bes/68285)) and submit it to the Systems Development staff listed above within 20 business days of the mailing date of this response. The applicant should coordinate with the BDS planner to determine whether applying for an administrative review would have an impact on state-mandated land use timelines.





# PORTLAND FIRE & RESCUE



Jo Ann Hardesty, Commissioner  
Sara Boone, Fire Chief  
AJ Jackson, Fire Marshal  
Prevention Division  
1300 SE Gideon Street  
Portland, OR, 97202  
Phone: (503) 823-3770

## LAND USE REVIEW RESPONSE

**TO:** Grace Jeffreys, City of Portland, Land Use Review  
**FROM:** Dawn Krantz, Portland Fire Bureau 503-823-3718  
**DATE:** January 3, 2022  
**SUBJECT:** LU 21-076261 HR  
**SITE LOCATION :** 501 NW 21ST AVE

The following conditions of approval and informational comments are based on the land use review information provided to the Fire Bureau. Fire Bureau requirements are generated from the 2021 Portland Fire Code. All current Fire Code requirements apply and are required to be met. If these conditions cannot be met, an appeal providing an alternative method is an option for the applicant. If the applicant chooses to appeal a requirement, the appeal must be listed as a condition in the decision. Fire Code Appeals can be obtained at the Fire Bureau web page, [www.portlandonline.com](http://www.portlandonline.com).

### CONDITIONS OF APPROVAL AT TIME OF DEVELOPMENT

A separate building permit is required for this proposal. All applicable Fire Code requirements shall be met at the time of permit review and development.
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# Urban Forestry

## Land Use Review Response

Date: February 08, 2022  
From: Andrew Gallahan  
503-823-4511, Andrew.Gallahan@portlandoregon.gov  
Case File: 21-076261-000-00-LU  
Location: 501 NW 21ST AVE  
Proposal: HLC HEARING - The applicant proposes to add two stories of apartments over an existing one-story noncontributing building that contains a restaurant in the Alphabet Historic District. The proposed new second and third levels will contain four apartments each, centered around an enclosed courtyard, with a new lobby/stair and recycling/trash room at the ground level.

Historic resource Review is required because the proposal is for non-exempt exterior alterations in a historic district.

Urban Forestry has reviewed the proposal for its impact on existing street trees and heritage trees, street tree planting requirements and related mitigation, in accordance with Title 11, Trees.

### PLEASE NOTE THERE MAY BE OTHER APPLICABLE TREE REQUIREMENTS AS PER TITLE 33 PLANNING & ZONING.

#### A. Response Summary

Urban Forestry does not object to approval of the proposed development subject to the following conditions:  
No more than 30% of canopy can be pruned from Red Maples along NW 21<sup>st</sup> Ave for development.

#### B. Tree Plan (11.50.060)

A tree plan must be submitted with each phase of review including land use reviews, building permit applications, and public works permits. The plan must include the following information for street trees:

- The size and location of street trees adjacent to the subject property.
- Trees proposed to be preserved including tree protection specifications in accordance with 11.60.030.
- Tree(s) proposed for removal.
- Tree planting plan (tree species and location(s)).

#### C. Street Trees

- Existing Street Conditions* (inventoried on 9/3/2020)
  - NW 21<sup>st</sup> Ave: The site has approximately 50 feet of street frontage. The right-of-way is improved with pavement, curbs, planting cutouts, and sidewalks. There are no overhead high voltage power lines. There are two street trees.
    - Armstrong red maple (*Acer rubrum* 'Armstrong'), 12.9" DBH, good condition
    - Armstrong red maple (*Acer rubrum* 'Armstrong'), 13.8" DBH, good condition





- b. NW Glisan St: The site has approximately 100 feet of street frontage. The right-of-way is improved with pavement, curbs, planting cutouts, and sidewalks. There are no overhead high voltage power lines. There are three street trees.
  - i. Armstrong red maple (*Acer rubrum* ‘Armstrong’), 15.8” DBH, poor condition
  - ii. Persian ironwood (*Parrotia persica*), 9.8” DBH, good condition
  - iii. Purple leaf plum (*Prunus cerasifera* ‘Thundercloud’), 15.5” DBH, good condition

2. *Street Tree Preservation* (11.50.040)

Based on the proposed development it appears existing street trees may be impacted. Development proposals must be configured to avoid street trees.

The Armstrong Red Maple along NW Glisan St should be removed as a part of this project due to its declining health and structural condition. Due to the species, size, and condition of trees removed, no trees are required to be planted to mitigate the loss as a result of this project. Street tree planting standards must be met in accordance with 11.50.060.C. Trees will be required to be planted through the either the building permit or a public works permit.

The remaining street trees along NW Glisan St and both street trees along NW 21<sup>st</sup> Ave must be preserved at all phases of construction. These trees are healthy, non-nuisance species that are appropriate for their location. Pruning is likely to be required for this project; however, pruning will be limited to clearance for the building. Trees may not be pruned or removed for temporary measures like scaffolding. If the applicant believes the tree must be removed to facilitate development, the applicant must provide adequate technical analysis demonstrating why the tree cannot be preserved while developing the site to City standards.

3. *Street Tree Protection Specifications* (11.60.030)

Tree protection is required in accordance with Title 11 Trees, Protection Methods (11.60.030). Tree protection shall follow either the Prescriptive or Performance path. Protection methods must be shown on the tree plan. If using the Performance path, the alternate tree protection plan must be prepared by an arborist who has visited the site

4. *Street Tree Planting* (11.50.060.C)

One street tree must be planted or retained for each full increment of 25 linear feet (11.50.060.C.1). Street trees must be planted at a minimum 2.5 caliper inches. Trees will be required to be planted through the building permit or a public works permit.

- a. NW 21<sup>st</sup> Ave: The site has approximately 50 feet of street frontage at this location requiring two trees to be planted or preserved.
- b. NW Glisan St: The site has approximately 100 feet of street frontage at this location requiring up to four trees to be planted or preserved.

Street tree planting may be exempt under 11.50.060.B when existing above or below grade utilities prevent planting street trees or when the existing planting strip is less than 3-feet wide.

Due to the existing condition of the right-of-way, street trees may not be required unless PBOT requires frontage improvements.

## D. Conditions of Approval

Urban Forestry has no objections to the proposal subject to the following conditions of approval:





1. No more than 30% of canopy can be pruned from Red Maples along NW 21<sup>st</sup> Ave for development.







# REQUIREMENTS

## and Use Review



## Tree Replacement for Development on City Owned or Managed Sites

Size of tree to be removed (inches in diameter)	Number of trees to be planted
6 and up to 12	Up to 2
More than 12 and up to 20	Up to 3
More than 20 and up to 25	Up to 5
More than 25	Up to 6

For development on city owned or managed sites:

For development on city owned or managed sites, the number of trees to be planted shall be determined based on the number of trees to be removed. For every tree removed that is 6 inches in diameter or larger, a minimum of two trees shall be planted. For every tree removed that is more than 12 inches in diameter, a minimum of three trees shall be planted. For every tree removed that is more than 20 inches in diameter, a minimum of five trees shall be planted. For every tree removed that is more than 25 inches in diameter, a minimum of six trees shall be planted. The trees to be planted shall be of a species native to the region and shall be of a size and health that will ensure their survival and growth. The trees to be planted shall be of a size and health that will ensure their survival and growth. The trees to be planted shall be of a size and health that will ensure their survival and growth.

**Table 60-1 Broadleaf Tree Size Requirements**

Development Type	Tree Size	
	On Site	Street
One and Two Family Residential	1.5"	1.5"
Multi Dwelling Residential	1.5"	2"
All others	1.5"	2.5"

For development on city owned or managed sites:

For development on city owned or managed sites, the number of trees to be planted shall be determined based on the number of trees to be removed. For every tree removed that is 8 inches in diameter or larger, a minimum of two trees shall be planted. For every tree removed that is more than 12 inches in diameter, a minimum of three trees shall be planted. For every tree removed that is more than 20 inches in diameter, a minimum of five trees shall be planted. For every tree removed that is more than 25 inches in diameter, a minimum of six trees shall be planted. The trees to be planted shall be of a species native to the region and shall be of a size and health that will ensure their survival and growth. The trees to be planted shall be of a size and health that will ensure their survival and growth. The trees to be planted shall be of a size and health that will ensure their survival and growth.

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*ANSI A300 Part 6: Tree, Shrub, and Other Woody Plant Maintenance-Standard*





Practices (Planting and Transplanting) 2012 and 2013. The City of Portland has a long history of planting and transplanting trees. The City's Urban Forestry Department has been responsible for the City's tree inventory and for planting and transplanting trees. The City's Urban Forestry Department has been responsible for the City's tree inventory and for planting and transplanting trees.

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# REQUIREMENTS

## and Use Review



Size of tree to be removed (inches in diameter)	Number of trees to be planted
6 and up to 12	Up to 2
More than 12 and up to 20	Up to 3
More than 20 and up to 25	Up to 5
More than 25	Up to 6

[illegible]

Development Type	Tree Size	
	On Site	Street
One and Two Family Residential	1.5"	1.5"
Multi Dwelling Residential	1.5"	2"
All others	1.5"	2.5"

"Typical [redacted]" except when in red [redacted]  
[redacted] Dr [redacted] 81  
Dr [redacted] 81 [redacted] [redacted]

*ANSI A300 Part 6: Tree, Shrub, and Other Woody Plant Maintenance-Standard*



Practices (Planting and Transplanting) 2012 and 2013. The City of Portland has a long history of planting and transplanting trees in its parks and public spaces. The City's Urban Forestry Department has been responsible for the City's tree inventory and for the planting and transplanting of trees in the City's parks and public spaces.

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# Northwest District Association

January 10, 2022

**Grace Jeffreys**  
**Bureau of Development Services**  
1900 SW 4<sup>th</sup> Avenue  
Portland, Oregon 97201

**RE: LU 21-076261 HR – Courtyard 21 Project Briefing**

The NWDA Planning Committee reviewed the HLC submittal with the applicant for the above referenced project on Jan 6 2022. We offer the following comments for your consideration per the RfR notice dated Dec 13 2022.

**Committee Attendees:** Greg Theisen, Roger Vrilakas, Steve Pinger, Bill Welch, Jeremy Sacks, Bristol Kelley, Elliott Gansner

**Guests:** Lewellyn Robison, Allan Classen NW Examiner

**1947 NW Overton St. Project Team:** Jack Lyon, Investment Builders, LLC

**Project Presentation**

- Updated version of proposal reviewed in Oct 2020;
- Program uses remain the same.

**Committee Comments and Follow Up:**

- Project concept of adding upper floors to a building at an important neighborhood intersection is generally supported by Committee;
- Arrangement of blade signage and entry bay generally supported by Committee;
- Primary concern is with the building frontages at the sidewalk level on both streets needing to create stronger and more compatible relationship with the composition of the new upper floors:
  - Canopy design;
  - Window/storefront size and composition;
  - Increase the number of street trees on NW Glisan frontage;
  - Enhance pedestrian lighting at building edges.
- Three other questions:
  - Appropriateness of Mediterranean idiom;
  - Durability of synthetic finishes;
  - Over-brightness of white finish.

Best Regards,  
Northwest District Association

Steve Pinger  
*member, Planning Committee*

*the NorthWest District Association is a 501(3)c tax-exempt organization*

2257 NW Raleigh St. Portland Oregon 97210 503 823 4288 [northwestdistrictassociation.org](http://northwestdistrictassociation.org)

LU 21-076261 HR F1



**501 NW 21st Ave.**

Carol Annino Rentschler <crentschler17@gmail.com>

Tue 1/18/2022 2:10 PM

To: BDS Web mailbox <bds@portlandoregon.gov>; Adam, Hillary <Hillary.Adam@portlandoregon.gov>

I'm writing in regards to the architectural design of a remodel of 501 NW 21st Ave., which is presently before the Historic Resource Review Board. I live in a historic apartment down the street. I assume that you share my interest in maintaining the historical aesthetic of the neighborhood. Nob Hill is a densely populated, heavily trafficked neighborhood that attracts visitors and tourists from all over. The architectural design of the remodel of 501 NW 21st Ave. appears to be of very low quality. The other day, while standing outside Silver Dollar Pizza looking at the drawing, another passerby remarked that it looked "ugly, like something slapped up in Southern California," and I have to agree with her. Looking at that image, I can easily imagine the building aging poorly, as badly constructed stucco buildings tend to do. Even in the architect's idealized rendering, the signs look generic, the awnings look cheap and the red, white and blue motif looks commercial. I am unable to attend the hearing, but I feel compelled to express my strong opposition to the design as presented in the announcement. If the remodel goes forward as proposed, it would be a blight on our neighborhood and on our city. Please don't approve the remodel as proposed. Demand that they submit a proposal that is of higher quality and more in keeping with the neighborhood.

Thank you,

Carol





# City of Portland, Oregon - Bureau of Development Services

1900 SW Fourth Avenue • Portland, Oregon 97201 | 503-823-7300 | www.portland.gov/bds



## Land Use Review Application

File Number: LU 21-076261 HR

### FOR INTAKE, STAFF USE ONLY

Date Rec 8/10/21 by Mary

☐ Type I ☐ Type Ix ☐ Type II ☐ Type IIx ☒ Type III ☐ Type IV

LU Reviews HR

[Y] ☒ Unincorporated MC

[Y] ☐ Flood Hazard Area (LD & PD only)

[Y] ☐ Potential Landslide Hazard Area (LD & PD only)

[Y] ☒ 100-year Flood Plain [Y] ☒ DOGAMI

Qtr Sec Map(s) 3027 Zoning CM2m(MU-U)

Plan District Northwest

Historic and/or Design District Alphabet

Neighborhood Northwest District

District Coalition NWNW

Business Assoc Nob Hill

Related File # PC 20-188301

APPLICANT: Complete all sections below that apply to the proposal. Please print legibly.

Email this application and supporting documents to: [LandUseIntake@portlandoregon.gov](mailto:LandUseIntake@portlandoregon.gov)

Development Site Address or Location 501 W 21s (501 NW 21ST AVE)

Cross Street NW Glisan Sq. ft./Acreage 5,000 sf

Site tax account number(s)

R 452303010 (R198582) R R

R R R

Adjacent property (in same ownership) tax account number(s)

R R R

Describe project (attach additional page if necessary)

Add eight apartments above existing restaurant

Describe proposed stormwater disposal methods

Combined sewer in street. No change to impervious area

Identify requested land use reviews

Design and Historic Review

- **Design & Historic Reviews** - For new development, provide project valuation.

For renovation, provide exterior alteration value.

AND provide total project valuation.

\$

\$60,000

\$1,592,000

- **Land Divisions** - Identify number of lots (include lots for existing development).

New street (public or private)?

☐ yes ☐ no

- **Affordable Housing** - For buildings containing five or more dwelling units, will 50% or more of the units be affordable to households with incomes equal to or less than 60% of the median family income for the county or state, whichever is greater?

☐ yes ☒ no ☐ N/A

continued / over



## Applicant Information

- Identify the primary contact person, applicant, property owner and contract purchaser. Include any person that has an interest in your property or anyone you want to be notified. Information provided, including telephone numbers and e-mail addresses, will be included in public notices.
- For all reviews, the applicant must sign the Responsibility Statement.
- For land divisions, all property owners must sign the application.

### PRIMARY CONTACT:

Typed Full Name Jack Lyon ☒ I acknowledge this typed name as my signature  
Company/Organization Investment Builders. LLC  
Mailing Address 3411 NE 65th  
City Vancouver State WA Zip Code 98661  
Day Phone 503-805-1818 FAX \_\_\_\_\_ email Jack@InvestmentBuilders.Net

**Check all that apply** ☒ Applicant ☐ Owner ☒ Other Architect

Typed Full Name Brad Johnson ☐ I acknowledge this typed name as my signature  
Company/Organization 21 Glisan, LLC  
Mailing Address 11640 SW Jody  
City Beaverton State OR Zip Code 97005  
Day Phone 303-396-2322 FAX \_\_\_\_\_ email 501Glisan@Dragonreef.com

**Check all that apply** ☐ Applicant ☒ Owner ☐ Other

Typed Full Name \_\_\_\_\_ ☐ I acknowledge this typed name as my signature  
Company/Organization \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Day Phone \_\_\_\_\_ FAX \_\_\_\_\_ email \_\_\_\_\_

**Check all that apply** ☐ Applicant ☐ Owner ☐ Other

Typed Full Name \_\_\_\_\_ ☐ I acknowledge this typed name as my signature  
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Mailing Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Day Phone \_\_\_\_\_ FAX \_\_\_\_\_ email \_\_\_\_\_

**Check all that apply** ☐ Applicant ☐ Owner ☐ Other

**Responsibility Statement** As the applicant submitting this application for a land use review, I am responsible for the accuracy of the information submitted. The information being submitted includes a description of the site conditions. I am also responsible for gaining the permission of the owner(s) of the property listed above in order to apply for this review and for reviewing the responsibility statement with them. If the proposal is approved, the decision and any conditions of the approval must be recorded in the County Deed Records for the property. The City of Portland is not liable if any of these actions are taken without the consent of the owner(s) of the property. In order to process this review, City staff may visit the site, photograph the property, or otherwise document the site as part of the review. I understand that the completeness of this application is determined by the Director. By my signature, I indicate my understanding and agreement to the Responsibility Statement.

Name of person submitting this application agrees to the above Responsibility Statement and acknowledges typed name as signature:

Jack Lyon Date: 08/10/21

Phone number: 503-805-1818

Email this application and supporting documents to  
[LandUseIntake@portlandoregon.gov](mailto:LandUseIntake@portlandoregon.gov)

Submittal of locked or password protected documents will delay intake of your application. 2



September 9, 2021

Jack Lyon, INVESTMENT BUILDERS, LLC  
3411 NE 65th St., Vancouver, WA 98661  
[Jack@InvestmentBuilders.net](mailto:Jack@InvestmentBuilders.net)

Re: Land Use Review LU 21-076261 HR – 501 NW 21<sup>st</sup>, Courtyard 21

Dear Jack:

The Bureau of Development Services received your application for a Historic Resource Review located at 501 NW 21ST AVE on August 10, 2021. Your case has been assigned to me, Grace Jeffreys. In order to continue to review your application, additional information is needed. Once you submit this information, your application will be considered complete, and I will proceed with a full review of your proposal. Up to this point, your application has been reviewed only to determine if all required information has been submitted. The application has not been fully reviewed to determine if it meets the relevant approval criteria, however some issues you may want to consider are identified in Section II below.

#### **I. Approvability Issues to Address**

While not necessary to determine the application complete, additional information is needed to show that your proposal meets the applicable approval criteria. You are encouraged to address the following issues regarding the approvability of your proposal:

**a. MACRO** (*CGD Appendix I Guideline 3, and CDG Guidelines P1, P2, P3, E4, D1, D6 and D7*). Respond to the existing Context.

- Ground level:
  - Ground Floor Articulation. Utilize and emphasize the piers at base to provide rhythm and depth to the ground floor. These can also act as a useful organizing element for the floors above to respond to.
  - NW Glisan Glazing. Provide more glazing facing NW Glisan, rather than less. Show accurately the existing amount of glazing, with calculations, and ensure more is added in proposal. Consider moving egress door to the east to fit within the glazed bay of the restaurant to allow more space to create a real glazed lobby for the residential entry.
  - Canopies. Removal of the existing mansard roof is a good move; however, the design of the replacement canopies should be consistent, and in keeping with the district. You are encouraged to use the simple flat canopy style proposed at the residential entry to wrap the restaurant as well. The amount of overall canopy coverage should not be reduced at this very well used corner.
- Above ground level.
  - East elevation. The glazing and balconies on the east elevation are uncomfortably close to the corner. You are encouraged to use the implied structural grid from the ground level to better inform the pattern of window and door openings above. This elevation needs a stronger relationship with the ground floor and should be composed more like a traditional stucco building, with openings appropriately setback from the corners to provide the visual strength seen in the traditional buildings in this historic district.
  - Residential Entry Bay, Arch. The special treatment above the residential entry helps celebrate this as the entry for residents. However, an arch is such a strong



symmetrical form, and yet it is set off center within the bay, so it creates an awkward composition within this bay. Consider a different treatment of this bay that still expresses the residential entry at this larger scale but provides a more coherent composition and fits with this building design.

- b. MID** (CGD Appendix I Guidelines 1 & 2, and Guidelines E1, E2, E3, D2, D4, D5 and D8). As noted in the Pre-Application notes dated October 20, 2020 *“The site is located on NW 21st, which is considered a “Streetcar Main Street” Urban Character area in the Adopted Northwest District Plan, per CDG Appendix J. Development is encouraged to incorporate architectural features that characterize the district’s main streets, such as large ground level storefront windows and awnings, with upper story residences.”*
- Glazing. More and larger ground level storefront glazing at the ground floor would help this proposal better fit into the neighborhood. This is especially critical for the very inactive south elevation facing NW Glisan.
  - Canopy. The new canopy over the residential entry should be a minimum of 6’ deep to provide sufficient protection for pedestrians.
- c. MICRO** (CGD Guidelines E5 and D3).
- Canopy. The use of 2 different types of canopies does not form a coherent street-level treatment (D8). The simpler flat canopy approach over the residential entrance fits in better with the neighborhood, so changing the angled sheet metal canopy to the same type of canopy will provide a more coherent treatment for the building and fit in better with the neighborhood. The new canopy over the residential entry should be a minimum of 6’ deep too, to provide sufficient protection for pedestrians (E3, D2, E5)
  - Signage.
    - Lettering on canopy. The lettering that is larger than the canopy face is not compatible with the canopy, the building, or the historic district (P1, P2, D8). Signage should be designed to be more in keeping with the historic district and the building itself.
    - Blade sign. The sign for the upper floor residential units is appropriately located close to the entry bay, however, a blade sign like this is more typically located at the corner of a building. Consider a different type of sign more in keeping with the building design and the district.
  - Materiality. Although the depth of stucco details has not yet been indicated, traditional 3-coat stucco detailing provides substantive depth at accents whereas more contemporary applications of “stucco” do not.
  - Lighting.
    - Ground level. Although no details have yet been provided, lighting below canopies can be a positive addition to the pedestrian level. Fittings should be integrated into the building design, either as recessed fittings in soffits or appropriate wall sconces.
    - Above ground. Rather than provide individual lights either side of each balcony, lighting above the ground level, if proposed, should function to express important architectural features of the overall building, rather than individual private areas. If external lighting is desired above the ground level, consider highlighting the pilasters, as long as they have a substantive depth to them. If lighting is desired for the individual decks, it should be integrated in the soffits of the decks above.
  - Windows and doors. Although the operation of these has not been provided, note that doors and windows should operate as traditional windows and door, so hung and/or casement windows rather than sliding windows, and French or swinging rather than sliding doors.



- Landscape. Proposed landscape in front of the restaurant is not in keeping with the active sidewalk character of NW 21<sup>st</sup>. This area should be hardscaped and treated as an extension of the sidewalk.

For an example of a residential project recently approved in the Alphabet Historic District, take a look at LU 15-182060 HRM, Irvington Apartments, located at the corner of NW 21<sup>st</sup> and Irvington. <https://efiles.portlandoregon.gov/Record/7949049/>

## **II. Information Necessary to Complete Application**

The following information must be submitted before your proposal can be evaluated:

1. Service Bureau Requested Information. Before this application is deemed complete please provide all the information requested by service bureaus, as indicated in the Pre-Application Conference Summary notes, EA 20-188301 PC, attached.
2. General.
  - Life Safety. You are strongly encouraged to have a Fire and Life Safety meeting ASAP, and before this case is deemed complete to reduce the chances of having to come back later for another Historic Resource Review because of Building Code-required revisions to an approved proposal.
  - Existing conditions. Because this is an alteration to an existing structure, please provide existing plans and elevations also.
  - Mechanical. Show proposed mechanical services and ventilation for restaurant as well as for residential units above, including any external louvers, etc. Note that rooftop mechanical equipment that is within 50 feet of an R zone must be screened per Zoning code Section 33.130.235, and the site directly to the west is zoned RM3.
  - Power. Show power connection and any proposed transformers or generators (if applicable).
  - FAR. Provide area calculations showing compliance with FAR Zoning code Section 33.130.205, 33.130.212, Tables 130-2, 130-3).
3. C1 Site Plan. Show property lines, label proposed on-site short term bike racks, and provide more information on "new landscaped area". (See above for approvability of this)
4. C2 Ground Plan
  - Bike racks. Provide dimensioned enlarged plan of bike area and rack system showing compliance with Zoning Code section 33.266.210.
5. C5 and C6 elevations
  - Ground levels. Provide enlarged details and elevations showing how structural piers and infill panels will be treated. Refer to site survey which shows depth of piers, etc.
  - Storefronts. Ground floor storefront on East Elevation appears shorter than existing conditions. Please clarify intention - is it to replace existing storefront? If not, please check existing conditions on site and revise drawing accordingly.
  - Services. Show all existing and proposed service on elevations (gas and electric meters, etc.)
  - Cutsheets needed for all proposed exterior materials, including light fittings.
  - Material schedule. Provide a materials schedule and cross refer to cutsheets noted above. Note joint spacings, fixing methods, and thicknesses for all cladding materials (stucco, metal paneling, etc.).
  - Windows and doors. Provide materials, operation and enlarged sections.
  - Enlarged detail sections needed for all new windows, doors, garage doors, decks, cornices, stucco detailing and joint locations, signage, awnings, etc. Please include relationships to adjacent materials. Provide detail references to these on the elevations.



- Decks. Provide enlarged details/sections showing materials and dimensions, and how supported off structure, and how this meets the stucco.
  - Signage. Because signage in historic districts is subject to review, please provide further detail information about all proposed signs - 2 on metal awning and one blade sign (dimensions, materials, structural supports, enlarged details, method of illumination (if any) and routing of conduit, etc.).
  - Awnings and canopy. Provide enlarged details with dimensions and show how supported off structure. (see comments below about approvability of proposal)
6. C6
- Second Floor Offices. Existing second floor office structure appears in the drawings to be shorter than it really is, there exists quite a bit more wall/cladding above the windows than shown. Please clarify intention - is it to reduce height of existing structure? If not, please check existing conditions on site and revise drawing accordingly. Provide details of new (?) structure shown beneath 3rd floor deck located above office. As noted in the Pre-Application notes dated October 20, 2020 "This review would also be a good time to legalize any existing development not built to applicable standards."
  - New Entry bay. Provide enlarged elevation/ details of new entry bay.
  - Loading bay. Provide enlarged elevation/ details of altered loading area.

Applications for additional reviews will not be accepted unless accompanied by the required fees. Please note that failure to submit the needed application with the required fee may result in a denial of your proposal.

### **III. Time to Complete Application**

The Portland Zoning Code allows you up to 180 days to complete your application. Since the 180-day period began on the day we received the application, the deadline to make your application complete is **Monday February 7, 2022**.

### **IV. Determination of a Complete Application**

The application will be determined complete when you have submitted:

1. All of the requested information included in Section I, above. If you cannot provide all of the requested information at one time and intend to submit additional information, please include a written statement with each separate submittal indicating that you still intend to provide the additional missing information by the **Monday February 7, 2022** deadline, **or**
2. Some of the requested information included in Section I, above, and a written statement that no additional information will be provided; **or**
3. A written statement that none of the requested information included in Section I, above, will be provided.

Please be aware that not submitting the requested information may result in your application being denied. The information is needed to demonstrate the approval criteria are met. Once the application is deemed complete, review of your application can proceed using the information you have provided.

Your application will be approved if it meets the relevant land use review approval criteria. It is your responsibility to document how the approval criteria are met. The items listed above will help provide that documentation.



**Voiding of Application**

If your application is not complete by **Monday February 7, 2022**, it will be voided, and the application fee will not be refunded. The City's land use review procedures are outlined in Chapter 33.730 of the Portland Zoning Code.

Please contact me if you have any questions about this letter. My telephone number is **503-865-6521**, and my e-mail address is [Grace.Jeffreys@portlandoregon.gov](mailto:Grace.Jeffreys@portlandoregon.gov). Requested information noted above should be emailed to me. Please e-mail me for file Dropbox instructions if document or drawing file sizes are greater than 5MB. Please label all correspondence and materials you submit with the case number LU 21-076261.

Sincerely,



Grace Jeffreys, Planner  
Land Use Services Division

cc: Brad Johnson, [501Glisan@dragonreef.com](mailto:501Glisan@dragonreef.com)  
Application Case File

Attachments: EA 20-188301 PC Summary Notes



# BDS – Conference Facilitator Summary Memo

## Pre-Application Conference

**Date:** October 28, 2020  
**To:** Jack Lyon, Investment Builders, LLC, JACK@INVESTMENTBUILDERS.NET  
**From:** Jean Hester, Conference Facilitator  
Jean.Hester@portlandoregon.gov, 503-823-7783  
**Case File:** EA 20-188301  
**Location:** 501 NW 21ST AVE  
**Property ID:** R198582  
**Proposal:** A Pre-Application Conference to discuss a two story addition above an existing restaurant. Eight units are proposed.

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This conference summary report identifies the participants at the conference, provides an initial response to the issues and requirements for the proposed project with separate response from key bureau representatives. This memo identifies current land use review fee information and provides related information that may be helpful as the project moves from concept to completion.

Pre-Application Conferences are required for all major (Type III and IV procedure) land use reviews. The purpose of the conference is to inform the applicant of the substantive and procedural requirements of the Land Use Review, to identify the submittal requirements and documents this information for the applicant and all interested persons.

The information provided at the conference and included in this summary is based on the information that was submitted prior to and at the meeting and reflects regulations in effect at the time of the conference. The meeting is intended to convey information. It is not a public hearing and no land use decision is rendered at the conference. Interested persons may attend the conference and obtain copies of all the written information that is submitted and prepared for it.

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**You must submit your Land Use Review application within one-year of the Conference.**

**Conference date:** October 8, 2020  
**Expiration of Conference:** October 8, 2022

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**A. Comments from Bureau Representatives:** The chart below identifies the staff who participated in the conference and/or who submitted written comments:

Response attached	Bureau	Responsibilities	Contact
Yes	BDS Land Use Services	Review of land use review	Grace Jeffreys 503-865-6521
Yes	PBOT	Public Streets	Robert Haley 503-823-5171
Yes	BES	Public sewer and stormwater connections to the public right-of-way	Abigail Cermak 503-823-7577
Yes	BDS Site Development	On-site stormwater disposal, septic systems, private rights-of-way, geotechnical requirements, erosion control	Kevin Wells 503-823-5618
Yes	Water Bureau	Connections to public water	Benjamin Kersens 503-865-6370
Yes	Fire Bureau	Access grades, fire hydrants, turnarounds	Paul Jennings 503-823-3820
Yes	Urban Forestry	Street trees	Casey Clapp 503-823-4467
No	devTeam Portland, BDS	Further information on devTeam Portland can be accessed at: <a href="https://www.portlandoregon.gov/bds/49859">https://www.portlandoregon.gov/bds/49859</a>	Alice Nielsen 503-823-3448

Please refer to the memo *from Grace Jeffreys, Land Use Services*, for the list of application submittal requirements for the required land use review(s). Also, the attached responses from the City bureaus identify additional requirements that are pertinent to the land use review or a later Building Permit submittal.

If you have questions about comments included in this Pre-Application Summary Report, please contact the representative identified in the respective memo. Please note that staff comments are based on the information submitted at the time of application. If you have questions regarding the proposal beyond those covered in this summary report, or if your proposal changes in scope or configuration, a new Pre-Application Conference may be required or an additional Early Assistance application may be needed to provide responses to your follow-up questions.

**B. Fees**

Below is an estimate of land use fees that may apply to your proposal. Fees charged will be those in effect when the Land Use Review application is submitted. When more than one Land Use Review is requested, full fees are charged for each additional review.. You may view the current [Land Use Review fees](http://www.portlandonline.com/shared/cfm/image.cfm?id=67127) at the following link: <http://www.portlandonline.com/shared/cfm/image.cfm?id=67127>. You may view the current [Unincorporated Multnomah County Land Use Review Fees](#) at this link:



<http://www.portlandonline.com/shared/cfm/image.cfm?id=67129>.

Land Use Review Type	Estimated Fee
Type II Historic Resource Review	.032 of project valuation (min. fee \$5,250 /max fee \$27,000) +\$ 7,630 (combined service bureau fee) +\$ 1,550 (for each Design Modification) + \$3,832 (for each Adjustment Review)

During the building permit process, Permit Fees will be charged for review of your permits and Systems Development Charges (SDCs) may be assessed for new development. An online fee estimator is available on the BDS website at the following link:

<https://www.portlandoregon.gov/bds/59194>.

### C. Other Information

1. Preliminary Life Safety Plan Review Consultation: For Building Code/Life Safety information, you may sign up for a Preliminary Life Safety meeting. Information can be found at the following link: <http://www.portlandoregon.gov/bds/article/94545>.
2. Electric Service Requirements. Information on electric service requirements for properties served by PGE can be found at the following link: <https://www.portlandgeneral.com/construction/electric-service-requirements>; and information on electric service requirements for properties served by Pacific Power can be found at the following links: [https://www.pacificpower.net/content/dam/pacific\\_power/doc/Contractors\\_Suppliers/PP\\_Developer\\_and\\_New\\_Service\\_Checklist.pdf](https://www.pacificpower.net/content/dam/pacific_power/doc/Contractors_Suppliers/PP_Developer_and_New_Service_Checklist.pdf); and <http://www.pacificpower.net/con/esr.html>.  
  
Please note that the service requirements included in these links may not cover all requirements associated with your project. Applicants should contact the PGE Service Coordinator at 503-736-5450 or the Pacific Power Business Center at 888-221-7070 to identify issues that are specific to your project and to coordinate electric service requirements.
3. PGE requires minimum clearances from electric wires, conductors and cables. Before building, please be aware of these clearances by calling PGE at 503-736-5450. For more information on the [PGE Minimum Clearance Requirements](#) use the following link: <https://www.portlandoregon.gov/bds/article/321539>.
4. Portland Housing Bureau. The Housing Bureau provides financial assistance for various development phases to both nonprofit and for-profit affordable housing developers (typically multi-dwelling rental housing). For more information, go to the following link: <http://www.portlandoregon.gov/bds/article/558746>
5. Bureau of Planning and Sustainability. The Bureau of Planning and Sustainability delivers policy and programs related to green buildings, energy efficiency, renewable resources, waste reduction, and recycling. For more information on [Sustainability Programs and Services](#) in the Bureau of Planning and Sustainability go to the following link: <https://www.portlandoregon.gov/bps/67121>.
6. Energy Trust of Oregon. The [Energy Trust of Oregon](#) provides technical assistance and cash incentives for energy efficient design. For more information, go to the following link: <https://www.energytrust.org/>
7. Oregon Department of Energy. The [Oregon Department of Energy](#) Conservation Division provides information on a variety of programs to encourage energy conservation, including tax

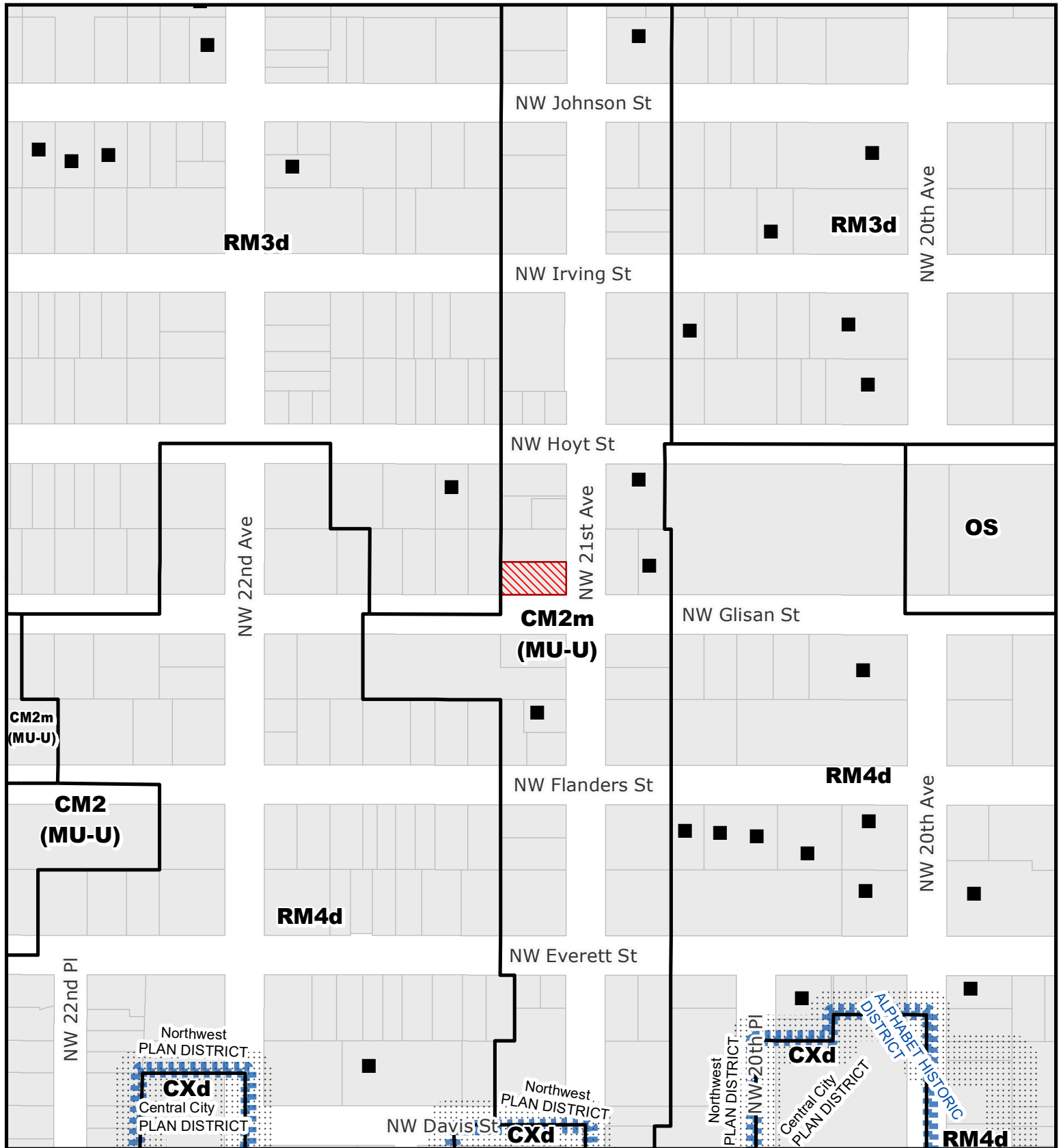


rebates and low-interest energy loans. For more information, go to the following link:  
<http://www.oregon.gov/energy/Pages/index.aspx>



**Attachments:**

Zoning Map  
Site Plan  
BDS Land Use Services Response  
PBOT Response  
BES Response  
BDS Site Development Response  
Water Bureau Response  
Fire Bureau Response  
Urban Forestry Response  
Sign-in Sheet



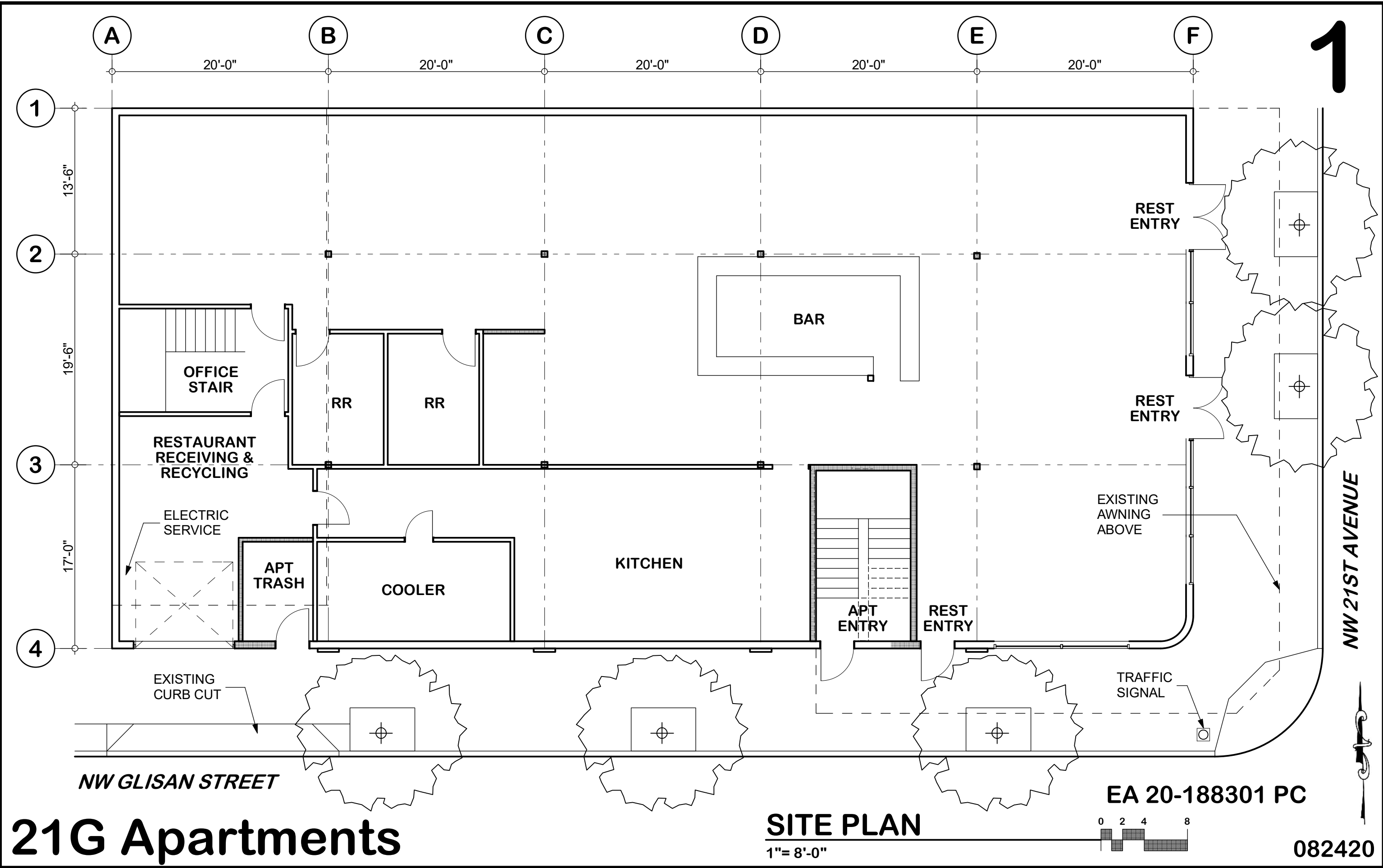


**ZONING**   
 NORTH  
 NORTHWEST PLAN DISTRICT  
 ALPHABET HISTORIC DISTRICT

 Site  
 Historic Landmark

File No. EA 20 - 188301 PC  
 1/4 Section 3027  
 Scale 1 inch = 200 feet  
 State ID 1N1E33CA 400  
 Exhibit B Sep 16, 2020  
 LU 21-076261 HR, Exhibit G2





# 21G Apartments

**SITE PLAN**  
1"= 8'-0"



## BDS – Land Use Planner Response

### Pre-Application Conference

**Date:** October 20, 2020

**To:** Jean Hester, Conference Facilitator  
503-8263-7783, Jean.Hester@portlandoregon.gov

**From:** Grace Jeffreys  
503-865-6521, Grace.Jeffreys@portlandoregon.gov

**File No.:** 20-188301

**Location:** 501 NW 21ST AVE

**Tax Account:** R198582

**State ID Number:** 1N1E33CA 00400

**Proposal:** Two story addition above existing restaurant (8 new apartments). No new impervious area and the roof currently drains to City system. This is a non-contributing resource.

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The information provided at the conference and included in this response is based on the information you provided prior to and at the conference and reflects regulations in effect at the time of the conference. This response provides information and guidance only. It is preliminary in nature and based on the information the applicant provided to BDS staff. It is neither a land use review nor a final decision regarding this project. References are to the Portland Zoning Code available online at [www.portlandonline.com/zoningcode](http://www.portlandonline.com/zoningcode).

#### **Zoning:** CM2, m (MU-U)

- **Base:** CM2, Central Commercial 2
- **Overlays:** “m” Centers Main Street Overlay Zone, Historic Resource Protection (site lies within the Alphabet Historic District)
- **Plan District:** Northwest Plan District
- **Pattern Area:** Inner
- **Pedestrian District:** Northwest Pedestrian District
- **Streets:** Adjacent streets are classified as follows:
  - NW 21st Avenue (Neighborhood Main Street Design): Transit Access, Neighborhood Collector Traffic, Major City Walkway, Local Service Bikeway
  - NW Glisan Street (Local Service Design): Transit Access, City Bikeway, City Walkway, Local Service Traffic
- **Transit:** Considered “close to transit”.



## A. KEY ISSUES AND REQUIREMENTS

The following issues and requirements have been summarized for the applicant to pay special attention to as they may impact the proposed project.

### 1. Historic Resource Review Process

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- a. **Procedure Type.** The project will be subject to a Type III Historic Resource Review based on the thresholds per table 846-3 of Section 33.846.060. Submittal requirements can be found in Section D below.
- b. **Approval Criteria.** The applicable approval criteria are the *Community Design Guidelines* and the *Historic Alphabet District Community Design Guidelines Addendum* and can be found at [portlandoregon.gov/designguidelines](http://portlandoregon.gov/designguidelines). Other approval criteria may apply if *Modifications* (Section [33.825.040](#)) or *Adjustments* (Section [33.805.040](#)) to development standards are requested, see c below.
- c. **Additional Reviews.** *Modification* review may be requested as part of land use review for site-related standards (such as setbacks, size of loading spaces) that are not met. *Adjustment* review may be requested as part of the Historic Resource Review for use-related development standards (such as floor area ratios, number of loading spaces, number of parking spaces) that are not met.  
  
The standards are expected to be met; however, if a development standard cannot be met, a *Modification* or *Adjustment* request is required, along with the respective fees and a response to the additional approval criteria listed in Portland Zoning Code.
- d. **Neighborhood Contact Requirement.** Neighborhood Contact requirements apply to proposals that add at least 10,000 square feet of net building area to a site and that are outside of the Design Overlay zones. Refer to the base zone (33.130.050) for Neighborhood Contact requirements.
- e. **Fees.** Land Use Review Fee Schedule for the required reviews can be found at <https://www.portlandoregon.gov/bds/article/727186>
- f. **Design Advice Request Recommended.** A Design Advice Request (DAR) is strongly encouraged with the Historic Landmarks Commission. The items noted in Section 2 below would be potential topics of discussion at the DAR meeting. Please refer to the *DAR Information Sheet* for process details and submittal requirements at <https://www.portlandoregon.gov/bds/article/705900>.
- g. **Guide to Historic Resource Review.** You are encouraged to review the Guide to the Historic Resource Review Process prepared by the Historic Landmarks Commission, which provides guidance and expectations of the Historic Resource Review process. The guide can be found at the BDS website at <https://www.portlandoregon.gov/bds/index.cfm?&a=620027>.
- h. **Certificate of Compliance.** Approval of a Historic Resource Review allows for the proposed work to be built. The expectation is that the building permit will reflect the project (including the details) that was approved. To ensure this, a Certificate of Compliance will be required at the time of building permit as indicated in a condition of approval. The Certificate of Compliance form can be found at <https://www.portlandoregon.gov/bds/article/623658>.



## 2. Specific Historic Resource Review Issues

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This preliminary feedback is based on the information in the Pre-Application Conference Assistance submittal. Also refer to the “General Design Items to Note” below for guidance for general design issues.

The applicable approval criteria are the *Community Design Guidelines (CDG)*, and, because the site is located in the Alphabet Historic District, *CDG Appendix I. Guidelines 1, 2 & 3* must also be addressed. Also note, because the site is located in the Northwest Plan District, *CDG Appendix J.* provides further contextual detail.

The site is an existing one-story non-contributing commercial development on a fairly busy corner within the boundary of the Alphabet Historic District. It was constructed in 1940, during the period of significance, but has subsequently been altered out of original character by the addition of a shingled “mansard” element overhanging the sidewalk at the front. The building’s massing and storefront fenestration, however, remain generally compatible with the character of the historic district. This proposal is to add two floors of residential use above.

**a. MACRO** (*CGD Appendix I Guideline 3, and CDG Guidelines P1, P2, P3, E4, D1, D6 and D7*).

For a historic resource review, it will be important to provide analysis of the existing historic context, especially of window proportions and treatments, cladding materials and details.

- The site is located on NW 21<sup>st</sup>, which is considered a “*Streetcar Main Street*” Urban Character area in the *Adopted Northwest District Plan*, per *CDG Appendix J*. Development is encouraged to incorporate architectural features that characterize the district’s main streets, such as large ground level storefront windows and awnings, with upper story residences.
- The site is zoned CM2. ***Characteristics of the Commercial/Mixed Use 2 zone (PZC 33.130.030.C.).*** *The Commercial/Mixed Use 2 (CM2) zone is a medium scale zone intended for sites in a variety of centers, along corridors, and in other mixed-use areas that have frequent transit service. The zone allows a wide range and mix of commercial and residential uses, as well as employment uses that have limited off-site impacts. Buildings in this zone will generally be up to four stories tall unless height and floor area bonuses are used, or plan district provisions specify other height limits. Development is intended to be pedestrian-oriented, provide a strong relationship between buildings and sidewalks, and complement the scale of surrounding residentially zoned areas.*

**Moves that respond well to this context:**

- Adding residential above an active ground level use.
- Removal of applied brick, taking back to stucco/concrete at base.

**Additional moves needed to better respond to the context:**

- Maintain all the piers at base, including those on NW 21st if they are original/structural. If they aren’t, the expression of a coherent structural system at the ground floor is still useful organizing element for the upper floors to respond to.
- Retain existing amount of glazing and add more at the ground floor.



- The existing mansard canopy inhibits activation of the second floor on NW 21<sup>st</sup> and corner of Glisan. Replace with metal canopies or fabric awnings that provide similar coverage to what exists at this very well used corner.
  - Use of stucco or brick cladding on the upper floors would better unify the building design and be more compatible cladding material for a commercial building in this neighborhood.
  - Use the implied structural grid at ground level to better inform the pattern of window and door openings above.
  - Look to other upper floor residential units in the area to inform the size, layout, proportion and types of windows, doors and balconies.
  - Look to other apartment entries in the district to inform how to treat the new residential entry.
- b. **MID** (*CGD Appendix I Guidelines 1 & 2, and Guidelines E1, E2, E3, D2, D4, D5 and D8*).
- Activate ground floors. To better fit into the neighborhood, add more and larger ground level storefront glazing and replace the heavy mansard canopy roof with lighter weight steel canopies or fabric awnings which are more in keeping with the district.
- c. **MICRO** (*CGD Guidelines E5 and D3*).
- Treatment of 2 additional floors. To be more in keeping with the existing building as well as the architecture in the district, masonry cladding is a more suitable cladding material for the upper floors.

A Guideline Checksheet has been included under Section E below for your use in writing your narrative addressing the guidelines for Design Advice Request or Historic Resource Review submittals. You are encouraged to use a bulleted list format for this narrative.

### 3. **Applicable Development Standards**

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Development standards that will apply to the project include, but are not necessarily limited to, those from the following chapters in the Zoning Code (Title 33) and other City codes. These are available online at <https://www.portlandoregon.gov/bds/36809>.

- 33.846 Historic Resource Review
- 33.562 Northwest Plan District - development standards in the plan district may supersede those in the base zone and chapters below.
- 33.445 Historic Resource Protection Overlay Zone
- 33.415 Centers Main Street Overlay Zone (m)
- 33.266 Parking and Loading
- 33.258.070 Nonconforming Development
- 33.248 Landscaping and Screening
- 33.245 Inclusionary Housing - applies to new development with 20 or more dwelling units.
- 33.130 Commercial/Mixed Use Zones (Commercial/ Mixed Use 2, CM2).
- Title 32 Sign Code – note, signs of any size within the Historic Resource overlay zone require a Historic Resource Review.
- Title 11 Tree Code - Tree preservation requirements will apply.



#### 4. Specific Development Standards to Note

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The information below is to highlight notable standards; however, this is not intended to be a comprehensive list of the development standards that would apply to your project.

##### Nonconforming Situations (33.258)

- Nonconforming Development, Changes (33.258.070.C).
  - Changes may be made to the site that are in conformance with the development standards of the base zone, overlay zone, plan district or other development standards that apply to the site.
  - Changes that bring the site closer to conformance are allowed.
  - Proposed changes that are not in conformance or do not move closer to conformance, are subject to the adjustment process unless prohibited. ***The project cannot go further out of conformance with the zoning code requirements without a modification/ adjustment request.***
  - This review would also be a good time to legalize any existing development not built to applicable standards.

##### Northwest Plan District (33.562)

- Standards on Main Streets and the Streetcar Alignment (33.562.240). Map 562-7 notes NW 21st is considered a “Main Street”. At least 50 percent of the ground floor of walls that front onto a main street or streetcar alignment must meet the minimum ground floor active use requirements of 12 feet height, 25 feet depth and 25 percent glazing. ***The project cannot go further out of conformance with these requirements.***

##### Centers Main Street Overlay Zone “m” (33.415)

- Windows - ground floor windows (33.415.340). The ground floor windows facing NW 21<sup>st</sup> must cover at least 60 percent of the ground floor wall area of street-facing facades. ***The project cannot go further out of conformance with these requirements.***

##### Commercial/Mixed Use Zones CM2 (33.130)

- Floor Area Ratio (33.130.205, 33.130.212, Tables 130-2, 130-3). The maximum base FAR for this site is 2.5:1. The maximum FAR with bonus is 4:1.
- Height (33.130.210, 33.130.212, Tables 130-2, 130-3). The maximum base height for this site is 45'. The maximum height with bonus is 55'.
  - No step down is required next to the RM3 zone to the west of the site.
  - Note, there is a height exception for “high ceilings” which allows an increase of 5 feet when at least 75 percent of the ground floor has at least 15 feet between the floor and the bottom of the structure above.
  - Parapets and rooftop railings may extend 4 feet above the height limits
- Setbacks (33.130.215). There is minimum setback from the RM3 zone to the west of 10', with a landscape buffer of 10' of L3. ***Land use history includes the approval of an addition to the second floor of up to 20 feet, 6 inches in height to the top of the parapet (LU 11-179646 HDZ) within this 10 foot setback. Additional height in the 10 foot setback will require an approved modification to this standard.***
- Building Coverage (33.130.220). The maximum building coverage for this site is 100%.



- Landscaped Area (33.130.225). The minimum landscaped area for this site is 15% of L1 standard. For the In the CM2 and CM3 zones in the Inner pattern area there are Urban green alternative landscape options including Ecoroofs. ***Since the building covers 100 percent of the site, and no landscaping was required at the time it was built, this standard will not apply.***
- Required Outdoor Area (33.130.228). Because this site is less than 20,000 square feet in total area, at least 36 square feet of outdoor area is required for each dwelling unit on the site. ***Provide calculations and dimensioned plans showing compliance at time of design review.***
- Windows - street-facing facades (33.130.230.A). Windows in street-facing facades. At least 15 percent of the area of each facade that faces a street lot line must be windows or main entrance doors. ***Provide calculations and dimensioned elevations showing compliance at time of design review.***
- Windows - ground floor windows (33.130.230.B). Ground floor windows facing NW Glisan must cover at least 25 percent of the ground floor wall area of street-facing facades. ***See 33.415.340, which has higher requirements.***
- Screening (33.130.235). Rooftop mechanical equipment that is within 50 feet of an R zone must be screened per the standards of this section. ***Note, screening will be required because the site directly to the west is zoned RM3.***
- Transit Street Main Entrance (33.130.242). At least one main entrance for each nonresidential tenant space on the ground floor, and one main entrance to a multi-dwelling structure must face a transit street and meet the standards of this section. ***In this case, both streets are considered transit streets, so either frontage is acceptable to locate a new residential lobby entrance.***

**Parking, Loading, And Transportation (33.266)** The proposal must comply with Parking and Loading requirements. As part of your design review application, provide dimensioned drawings indicating compliance with these standards.

- Parking (33.266.110.D). Site is considered “close to transit” and there is no minimum parking requirement here for a Household Living use with up to 30 dwelling units on site.
- Required Bicycle Parking (33.266.210). The minimum number of required short- and long-term bicycle parking spaces on a site are determined by net building area and use. Site is located in the Standard A area for calculation purposes. ***Provide calculations and enlarged and dimensioned plans showing compliance at time of design review.***
- Number of Loading Spaces (33.266.3100). No on-site loading space is required for buildings with under 40 units and in Household Living use.

**Tree Code (Title 11)** Tree preservation requirements will apply. *Please note that City Council is currently reviewing changes to the Tree Code, that may go into effect in early December of this year, that will reduce the size of the trees subject to the per inch mitigation fee from 36 inches to 20 inches or greater.*



## 5. General Design Items to Note

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- a. **Building materials.** High quality, durable building materials (building skin, storefronts, windows, doors, canopies, signs, etc.), that respond to the context of the surrounding area or district, are expected (*Guidelines P1: Enhance sense of place & identity by incorporating features that respond to area's desired characteristics and traditions, D6: Respect building character when making exterior modifications, and D8: All parts of a building should be interesting and long lasting, forming a cohesive composition*).
- b. **Ground level materials.** Materials at the ground floor should be durable enough for use adjacent to public sidewalks, such as brick and masonry (*Guidelines P1, D6 and D8, as above*).
- c. **Ground level weather protection.** Pedestrian weather protection should be provided. This can be achieved with generous canopies that project out over the sidewalk or ground level setbacks (*Guidelines E3: Create a sense of enclosure through design features, gathering places and differentiated facades, and E5: Design to protect pedestrians from sun, shadow, glare, reflection, wind and rain*).
- d. **Windows.** Windows in Historic Districts are expected to be of high quality.
- e. **Loading and parking door materials.** If parking is added, integrate the doors with the architecture and make them solid to stop views into the vehicle area (*Guidelines D4 – Integrate parking to minimize negative impacts for pedestrians*).
- f. **Vents/Louvers & Mechanical.** Vents through the roof are preferable. If wall mounted on the facade, vents/louvers should be integrated into the windows openings. Associated mechanical units should be organized and screened (*Guidelines E1: Create a safe and connected sidewalk network for pedestrians, D7: Incorporate elements of nearby quality buildings such as building details, and D8: All parts of a building should be interesting and long lasting, forming a cohesive composition*).
- g. **Gas & Electric Meters.** Locate gas and electric meters inside the building to minimize their impact. Gas regulators may be placed on the building's exterior and should be well integrated and, ideally, screened within the façade (*Guidelines E1, D7 and D8, as above*).
- h. **Exterior Lighting.** Exterior lighting should be integrated into the building's overall concept and ensure a safe pedestrian condition along the adjacent sidewalk and within open spaces on the site. Exterior lighting can be used to highlight the building's architecture, however, should not impact the skyline at night since this is a Historic District with little to no skyline lighting (*Guidelines P1: Enhance sense of place & identity by incorporating features that respond to area's desired characteristics and traditions, E1: Create a safe and connected sidewalk network for pedestrians, E5: Design to protect pedestrians from sun, shadow, glare, reflection, wind and rain, D5: Reduce crime through placement of windows and active ground level use, and D8: All parts of a building should be interesting and long lasting, forming a cohesive composition*).
- i. **Signs.** Signs should be sized appropriately for the building, the district and the pedestrian realm and should incorporate district-appropriate materials (*Guidelines P1: Enhance sense of place & identity by incorporating features that respond to area's desired characteristics and traditions, and P2: Enhance identity of historic and conservation districts, using features that reinforce area's significance*).



## j. Coordination with Other Agencies

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### a. Transportation (PBOT)

- Utility Transformers. Locate utility transformers underground. They should be within the adjacent right-of-way if no opportunities exist on-site outside of the building. Consult with the utility providing electrical service. Also consult with Portland Bureau of Transportation (PBOT) if within the right-of-way. Please note, PBOT has a new review process for locating private use utility vaults in the public right-of-way, known as Utility Vault Exclusive Use for Development (UVE). Information can be found at the PBOT website at <https://www.portlandoregon.gov/citycode/article/622900>.
- Garage entrance setback from property line. A "Design Exception" by PBOT will be required for garage entry doors to be located less than 20' from the property line. The Historic Resource Review process supports garage doors to be located a no more than 5' from the building façade. A Design Exception application should be submitted to PBOT at the same time as the Land Use Review submittal, linked here: <https://www.portlandoregon.gov/transportation/article/207301>
- Oriel Windows. Projecting bays (aka oriel windows) are subject to the Window Projections into Public ROW standards. Note standards A through D must be met. However, exceptions to standards E through G can be requested through the Historic Resource Review. The code guide for these standards can be found at <https://www.portlandoregon.gov/bds/article/68600>. A Modification fee is required for Staff to consider these exceptions.

### b. Environmental Services (BES)

- Stormwater Management. Stormwater management information, including infiltration tests, utility plans, stormwater facility designs, and site landscaping, must be submitted with the Historic Resource Review application. BES needs to review these elements early to ensure there are no issues that could affect the building size, location or site design.

### c. Fire / Life Safety

- Preliminary Life Safety Meeting. A separate, preliminary life safety meeting is beneficial to identify critical life safety and building code related issues early in the process so the Historic Resource Review proposal can incorporate those critical issues. This meeting is encouraged before the Historic Resource Review approval. More information and the application can be found at <https://www.portlandoregon.gov/bds/article/94545>
- Glazing and Energy Calculations. If large amounts of glazing are proposed, it is highly encouraged that energy calculations are done prior to submitting the proposal for your Historic Resource Review, in case the design is affected by energy code requirements.

### d. Housing Bureau (PHB)

- Inclusionary Housing. This proposal does not trigger the affordable housing requirements of Chapter 33.245, which apply to new buildings with 20 or more dwelling units or alterations to existing buildings that add 20 or more dwelling units. However, you may choose to voluntarily comply with these requirements in order to



obtain bonus FAR or density for your project and, in some cases, reduce parking requirements.

The Inclusionary Housing chapter of Title 33 allows applicants to provide affordable housing units on or off-site, or to make a payment into the Affordable Housing Fund, in order to gain bonus density or FAR. In order to reduce parking requirements, affordable units must be provided on or off-site. Parking requirements cannot be reduced through a fee-in-lieu payment to the Affordable Housing Fund.

In order to opt in to these code provisions, you must provide a letter from the Portland Housing Bureau certifying that the development meets the standards stated in 33.245 and any administrative requirements. This letter must be provided prior to permit approval. If affordable dwelling units will be provided, the property owner must execute a covenant with the City that complies with the requirements of 33.700.060. The covenant must ensure that the affordable dwelling units will remain affordable to households meeting the income restriction and meet the administrative requirements of the Portland Housing Bureau. The covenant must be completed and recorded prior to approval of your building permit.

For more information about income restrictions, unit comparability requirements, calculation of the applicable fee-in-lieu, or the administrative requirements of the Portland Housing Bureau, contact the Portland Housing Bureau at 503-823-9042 or [inclusionary-housing@portlandoregon.gov](mailto:inclusionary-housing@portlandoregon.gov). Additional information regarding the City's Inclusionary Housing program is available online at the following link: <https://www.portlandoregon.gov/phb/72291>.

## **B. PREVIOUS LAND USE REVIEWS**

Relevant prior land use reviews for the project site include:

- LU 09-136346 HDZ, Approval of a new wooden, paneled roll-up garage door on Glisan replacing 2 person doors.
- LU 11-179646 HDZ, Approval of a roof extension at the rear of the building, set back from the side frontage by 6 feet and 20'-6" to the top of the parapet.

## **C. SUBMITTAL REQUIREMENTS FOR LAND USE REVIEWS**

This list identifies the materials you must submit for your application to be considered complete. For additional details, see Zoning Code Section [33.730.060](#).

***Submittals to all be digital.***

### **PROJECT INFORMATION & NARRATIVE**

#### **8.5" x 11" FORMAT:**

- Land Use Review application form
- Project team and Project cost
- Project narrative
- Zoning summary
- Response to Historic Resource Review Guidelines
- Modifications and Adjustments requests & approval criteria responses
- Response to DAR (narrative)
- Technical Reports – Stormwater Loading Analysis, Queuing Study, etc.
- Sustainable features/green technology / LEED goals, etc.



## DRAWINGS

### 11" x 17" FORMAT

"C" Exhibits should represent proposed development/alterations, drawings at architectural or engineering scale, numbered consecutively (C.1, C.2, C.3, etc.) and generally be in the following order:

- Title Page
- Table of Contents
- Site Plan
- Floor and Roof Plans - roof plan should show all rooftop elements, including mechanical
- Elevations - B/W and color, and without shade or shadows, if project is close to or touching its neighbors, include street-facing elevations in their immediate context, including adjacent buildings
- Building Sections - Include some depicting relationships to adjacent buildings
- Building Details – windows/doors, storefronts, canopies, balconies, signage and their attachments, etc., control joints, seismic joints, and other visible construction details
- Materials / Colors - clearly identify each building material by name
- Landscape Plans
- Lighting Plans
- Civil Plans
- Cut Sheets - only pertinent product info like type, finish, color, dimensions

## SUPPORTING INFORMATION

### 11" x 17" FORMAT:

Appendix should include information that supports the drawings, numbered consecutively (APP.1, APP.2, APP.3, etc.):

- Renderings - day and night in context, must be simple and not enhanced marketing-type images, avoid dramatic lighting effects
- Context – plan area, urban (3-block radius), site
- Sightlines - sightline drawings from relevant vantage points
- Material Photos & Examples
- Massing & Design Concept
- Miscellaneous Diagrams - FAR, ground floor windows, clear vs. spandrel panels, height, Modifications, Adjustments, etc.

## GENERAL FORMATTING

- Label all sheets at lower right corner: **Land Use Review # (LU 19-\_\_\_\_ DZ, M, AD)**
- **Exhibit C.xx**
- When returning for a 2nd hearing, revisions to the prior submittals should be illustrated and clearly marked in a side by side comparison.
- Conduct a thorough review before submitting your drawing packet.

## REQUIREMENTS FOR HEARINGS

20 days before the hearing date submit:

- Final Drawings ("C" Exhibits)
- Supporting Information ("APP" Exhibits)



## D. NEIGHBORHOOD NOTIFICATION

When you apply for a Type III Land Use Review, all property owners within 400 feet, and all neighborhood associations and recognized organizations within 1,000 feet of your site will receive notification of your proposal.

- The site is located within the neighborhood association of Northwest District, contact Greg Theisen at 503-227-5430.
- The site is located within 400/1,000 feet of None/None neighborhood association.
- The site is located within the district neighborhood coalition of Neighbors West/Northwest, contact Mark Sieber at 503-823-4212.
- The site is located within the business association of Nob Hill, contact Nob Hill at nobhillportland@gmail.com.
- Contact information for neighborhood associations, neighborhood district coalitions, and business associations is available at [www.portlandonline.com/oni/search/](http://www.portlandonline.com/oni/search/).

## E. GUIDELINE CHECKLIST

Use this Checksheet for your narrative addressing the guidelines for Design Advice Request or Historic Resource Review submittals. You are encouraged to use a bulleted list format for this narrative.

MACRO		
		Comments
<b>3. Hierarchy of compatibility.</b> Exterior alterations and additions will be designed to be compatible primarily with the original resource, secondarily with adjacent properties, and finally, if located within a historic or conservation district, with the rest of the District. Where practical, compatibility will be pursued on all three levels. New development will seek to incorporate design themes characteristic of similar buildings in the Historic Alphabet District.		
<b>P1: Plan Area Character.</b> Enhance the sense of place and identity by incorporating site and building design features that respond to the area's desired characteristics and traditions.		
<b>P2: Historic and Conservation Districts.</b> Enhance the identity of historic and conservation districts by incorporating site and building design features that reinforce the area's historic significance. Near historic and conservation districts, use such features to reinforce and complement the historic areas.		
<b>P3: Gateways.</b> Develop or strengthen the transitional role of gateways in adopted community and neighborhood plans.		
<b>E4: Corners that Build Active Intersections.</b> Create intersections that are active, unified, and have a clear identity through careful scaling detail and location of		



buildings, outdoor areas and entrances.		
<b>D1: Outdoor Areas.</b> When sites are not fully built on, place buildings to create sizable, usable outdoor areas. Design these areas to be accessible, pleasant, and safe. Connect outdoor areas to the circulation system used by pedestrians;		
<b>D6: Architectural Integrity.</b> Respect the original character of buildings when making modifications that affect the exterior. Make additions compatible in scale, color, details, material proportion, and character with the existing building.		
<b>D7: Blending into the Neighborhood.</b> Reduce the impact of new development on established neighborhoods by incorporating elements of nearby, quality buildings such as building details, massing, proportions, and materials.		
<b>MID</b>		
<b>1. Historic changes.</b> Most properties change over time; those changes that have acquired historic significance will be preserved.		
<b>2. Differentiate new from old.</b> New additions, exterior alterations, or related new construction will retain historic materials that characterize a property to the extent practicable. Replacement materials should be reasonable facsimiles of the historic materials they replace. The design of new construction will be compatible with the historic qualities of the district as identified in the Historic Context Statement.		
<b>E1: The Pedestrian Network.</b> Create an efficient, pleasant, and safe network of sidewalks and paths for pedestrians that links destination points and nearby residential areas while visually and physically buffering pedestrians from vehicle areas.		
<b>E2: Stopping Places.</b> New large-scale projects should provide comfortable places along pedestrian circulation routes where people may stop, visit, meet, and rest.		
<b>E3: The Sidewalk Level of Buildings.</b> Create a sense of enclosure and visual interest to buildings along sidewalks and pedestrian areas by incorporating small scale building features, creating effective gathering places, and differentiating street level facades.		
<b>D2: Main Entrances.</b> Make the main entrances to houses and buildings prominent, interesting, pedestrian accessible, and transit oriented.		



<b>D4: Parking Areas and Garages.</b> Integrate parking in a manner that is attractive and complementary to the site and its surroundings. Locate parking in a manner that minimizes negative impacts on the community and its pedestrians. Design parking garage exteriors to visually respect and integrate with adjacent buildings and environment.		
<b>D5: Crime Prevention.</b> Use site design and building orientation to reduce the likelihood of crime through the design and placement of windows, entries, active ground level uses, and outdoor areas.		
<b>D8: Interest, Quality, and Composition.</b> All parts of a building should be interesting to view, of long-lasting quality, and designed to form a cohesive composition.		
<b>MICRO</b>		
<b>E5: Light, Wind, and Rain.</b> Enhance the comfort of pedestrians by locating and designing buildings and outdoor areas to control the adverse effects of sun, shadow, glare, reflection, wind, and rain.		
<b>D3: Landscape Features.</b> Enhance site and building design through appropriate placement, scale, and variety of landscape features.		



# PBOT – Development Review

## Pre-Application Conference Response

**Date:** September 18, 2020  
**To:** Jean Hester, Conference Facilitator  
503-823-7783, Jean.Hester@portlandoregon.gov]  
**From:** Robert Haley, PBOT Development Review  
503-823-5171, Robert.Haley@portlandoregon.gov  
**Case File:** EA 20-188301  
**Location:** 501 NW 21ST AVE  
**R#:** R198582  
**Proposal:** Two story addition above existing restaurant (8 new apartments). No new impervious area and the roof currently drains to City system. This is a non-contributing resource.

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Portland Bureau of Transportation/Development Review (PBOT) staff has reviewed the pre-application conference materials to identify potential issues and requirements.

### A. KEY ISSUES AND REQUIREMENTS

Following is a brief summary of issues and requirements that may impact your proposed project or are submittal requirements that will require time to prepare prior to submittal of the application.

- The applicant will be required to upgrade the corner ADA ramp to current standards as a condition of building permit approval. In addition, any damaged sidewalk sections must be repaired after construction of the apartment addition.
- Given the narrow area for construction of the additional units, the sidewalks are likely to be damaged. Reconstruction of the frontages shall be a condition of building permit approval.
- Since the existing building is to remain as it is constructed to the street property line, no dedication will be required.
- The existing driveway curb cut on NW Glisan must be removed unless it leads to a legal parking or loading space per Title 33 standards as interpreted by BDS planners. If BDS determined the curb cut leads to a legal parking/loading space that meets all the development standards in Title 33.266, a Driveway Design Exception must be approved prior to land use approval. Applicant forms for the DDE can be found at the following link:  
<https://www.portlandoregon.gov/transportation/77521>.



- A detailed site utility plan must be submitted with the land use approval. Any proposed private utility vaults in the right-of-way (ROW) must be approved prior to land use approval. See below for utility plan requirements.

## Site Utility Plan Requirements

PBOT's current policy on potential transformer vault location within the public right-of-way (r.o.w.) will necessitate that the applicant submits a utility plan for consideration by PBOT and the utility provider. The utility plan must be submitted with the land use application to avoid any conflicts with either process. The applicant should contact the utility provider as early as possible, to identify a feasible location for the necessary transformer/vault. The submittal of the utility plan is required for PBOT to recommend that a land use application be deemed complete.

The submitted plans include the proposed location for the expected utility vaults. The applicant must submit the following information package:

**Utility Site Plan:** A detailed map of the development and the location of all public and private utilities necessary to support the proposed development (with approx dimensions – i.e. power/electricity, natural gas, water, sewer, etc.

**Vault specifics:** The location and size of all existing utility vaults adjacent to the development. In addition, detail (include make/model number) and designate any utility vaults which are to be used for the Exclusive Use (UVE) of the development.

**Utility Contact List:** A list of the names and contact information of all utility representatives consulted to create the plan.

*This information must be packaged and sent to PBOT staff (Bob Haley [Robert.haley@portlandoregon.gov](mailto:Robert.haley@portlandoregon.gov)) for immediate review by PBOT Utility Permit Section. This matter must be resolved (an approved location) prior to the decision on the land use request being made. PBOT will not be able to provide a formal response in support of the overall project without this matter being resolved.*

*The applicant is further advised that a long-term lease will be applied to proposed vaults within the r.o.w. area. Said lease process must be initiated/completed prior to the issuance of the expected Building Permit for the project.*

At the time of submittal of building permit, PBOT will be requiring a lease for private utility vaults in the ROW. If the applicant has any questions about the terms of the lease, they may contact Dave McEldowney, PBOT Right-of-Way Acquisition manager, at 503-823-7166.

## Loading Demand Study Will Be Required if On-Site Loading Does Not Meet Title 33.266 Dimensions

1. Per the requirements of Zoning Code Section 33.266.310 the project is required to provide on-site loading. The concern that PBOT has with these types of adjustments focuses on how the lack of on-site loading may impact operations of the abutting rights-of-way. ***Given the scale and location of the project, PBOT requires the submittal of a loading demand analysis prepared by a professional traffic consultant to provide sufficient evidence in the record that the applicable Adjustment approval criteria can be satisfied.*** The loading demand should be based on all expected users of the building. The analysis will need to include:



- a. A description of the proposed development (retail/office/ residential - total square footage, total number of dwelling units, etc)
- b. A description of any site constraints (size, topography, other buildings on block, etc.)
- c. Loading demand data from three similar sites/uses. Video data must be collected for a 72-hour period during a typical week. Data should include type of loading, size of loading vehicles (length, width, and height), FHWA vehicle classification, loading times, and loading durations.
- d. A prepared map of the site and all existing on-street truck loading zones (TLZs) within a 200ft radius from the proposed service entrance. Map should inventory:
  - i. Existing TLZ curb lengths
  - ii. Posted limits on time of day/day of week and duration
  - iii. Adjacent land uses
  - iv. Metered and unmetered on-street parking
- e. Loading demand data for existing TLZs over a 72-hour period during a typical week. Data should consist of times and durations of use of each TLZ.
- f. Any proposals for self-regulation (self-imposed time restrictions, loading schedule, etc.)
- g. Projected loading demand for the proposed development

**Prior to** submitting the analysis, the applicant shall submit detail on the proposed development site and each of the three study sites for review and approval by PBOT including the following

- Location of the site
- Types and sizes of land uses on the site
- Operational characteristics of the site
- Location and size of any on-site loading spaces and on-street loading zones that serve the site.
- Proposed camera location(s) for each site

Applicants should expect a minimum of 2 weeks for review of the study sites and a minimum of 3 weeks for review of the loading demand study.

*PBOT may modify/expand the scope of the analysis and/or require additional information based upon the specific nature of the request.*

## **B. STREET CLASSIFICATION AND CONFIGURATION**

At this location, NW 21<sup>st</sup> Avenue is classified as a Neighborhood Collector, Transit Access Street, Major City Walkway, Major Emergency Response Street, and a Local Service street for all other transportation modes in the City's Transportation System Plan.

Based on City GIS, the frontage is improved with a 12-ft sidewalk corridor with a 0-12-0 configuration. This sidewalk must be reconstructed with a 4.5-6-1.5 configuration.

NW Glisan St is classified as a Transit Access Street, City Bikeway, City Walkway, Major Emergency Response Street, and a Local Service Street for all other transportation modes in the City's Transportation System Plan.

## **C. APPROVAL CRITERIA**

The applicant shall submit a written narrative adequately addressing the applicable zoning code approval criteria listed below for the required reviews:



<b>Topic</b>	<b>Code and Comments</b>	<b>Code Citation &amp; Link</b>
<b>Adjustments</b>	<p>A. Granting the Adjustment will equally or better meet the purpose of the regulation to be modified.</p> <p>Loading, Driveway locations, Parking Access Restricted Street, Parking Spaces</p>	<a href="#">33.805.040.A</a>
<b>Design Modifications</b>	<p>B. On balance, the proposal will be consistent with the purpose of the standard for which a modification is requested.</p> <p>If modifications to any on-site loading space requirements are requested the applicant will need to demonstrate that the modification approval criteria listed in zoning code Chapter 33.825.040 are met. This includes demonstrating that the purpose of the loading space regulations listed in zoning code Chapter 33.266.310 will be equally or better met by the applicant's proposal. In order for PBOT to review and make a recommendation on any modification requests, a loading management plan will need to be provided. The applicant should provide a narrative describing the expected level of delivery activity, times of day, frequency of deliveries, and size of trucks expected. Turning templates also need to be provided showing how the types of the trucks that will use the loading space will enter and exit the space. The purpose of the loading management plan will be to evaluate the loading demand and the off-site impacts on the street and other properties of the proposed adjustments.</p>	<a href="#">33.825.040.B</a> <a href="#">33.266.310</a>

#### **D. TRANSPORTATION CODE REQUIREMENTS**

The following information must be addressed by the applicant in order to receive building permit approval from PBOT

<b>Topic</b>	<b>Code and Comments</b>	<b>Code Citation &amp; Link</b>
<b>Oriel Windows</b>	An encroachment review is required for Oriel Windows that exceed the dimensions prescribed in the Structural Specialty Code section 3202.3.2.	



Topic	Code and Comments	Code Citation & Link	
<b>Encroachments in the Public Right-of-Way</b>	Any proposed encroachments (balconies, decks and door swings) in the public right-of-way are subject to the requirements of the International Building Code (IBC). Per the IBC, doors may not swing into the public right-of-way. All encroachments will require a permit issued by PBOT at time of building permit. Additional information on the City's Encroachment Permit process can be found at the following link: <a href="http://www.portlandoregon.gov/transportation/59332">www.portlandoregon.gov/transportation/59332</a> . Further, please see the attached document at the end of this response that includes general information on other relevant Encroachment Permit considerations.		

#### E. PERMIT INFORMATION

At the time of permit review (following the land use review) you should be aware of the following:

1. System Development Charges (SDCs) may be assessed for this development. The applicant can receive an estimate of the SDC amount prior to submission of building permits by contacting Rich Eisenhauer at (503) 823-6108.
2. Curb cuts and driveway construction must meet the requirements in Title 17. The Title 17 driveway requirements will be enforced during the review of building permits.
3. The r.o.w. improvements will need to be designed by an Oregon licensed civil engineer and constructed under a Public Works Permit, which is separate from the Building Permit that will be necessary for construction of the proposed attached homes. The applicant is therefore encouraged to contact Public Works at [publicworkspermit@portlandoregon.gov](mailto:publicworkspermit@portlandoregon.gov) or at (503) 823-1987 to familiarize himself with the process and initiate the appropriate meetings/process. Additional information on the City's Public Works Permitting process can be found at the following link: <http://www.portlandonline.com/index.cfm?c=53147>.
4. Plans, fees, a contract (called the application for permit) and a performance guarantee for the estimated value of the improvement must be submitted prior to (Final Plat approval). The performance guarantee may be in the form of a surety bond, irrevocable letter of credit, set-aside account, or cash deposit. Applicant should contact Mark Fischer at (503) 823-7072 for appropriate forms and additional information.
5. The applicant has the opportunity to propose an alternative frontage improvement solution. The applicant may enter into the City's adopted Public Works Alternative Review process. Additional information on this process can be found at the following link: <http://www.portlandoregon.gov/article/481371>.



## **F. SUBMITTAL REQUIREMENTS FOR LAND USE**

This list identifies PBOT submittal requirements. Please see the Conference Summary Memo for all of the materials you must submit for your application to be considered complete.

1. Written narrative adequately addressing all transportation related approval criteria.
2. Preliminary plans showing necessary dedication(s) and right-of-way improvements.
3. Detailed Site Utility Plan

All submittal requirements should be submitted with the application.

**Attachments:** General Information/PBOT Building & Encroachment Permit Considerations

## **GENERAL INFORMATION**

### **PBOT BUILDING and ENCROACHMENT PERMIT CONSIDERATION**

**Encroachments are based on property line locations after any required dedications are completed. If street dedication is required, the proposed development design must incorporate the location of the new property line into the project.**

### **Vaults and Access Lids in Pedestrian Corridor**

Vaults are generally not allowed in the Pedestrian Through Zone. If a vault lid is proposed in the pedestrian through zone, the owner of the vault must submit for review and approval through the PBOT Design Exception process. All vaults located in the public right-of-way (r.o.w.) will require an Encroachment Permit approval as a condition of Building Permit approval. PBOT may approve vaults in the sidewalk area with vault lids to be located in the furnishing zone. This needs to be reviewed through a Design Exception submitted by the owner of the proposed vault. This approval will require going through the Design Exception process to see if there is reason to allow the exception. Conditions may be attached to a Design Exception. Applicants should contact the utility provider as early as possible. From the perspective of managing the r.o.w., PBOT would prefer that these be placed in the street or on private property first and by exception may be located in the sidewalk area. PBOT does not desire to have metal lids in the through pedestrian zones and currently requires lift out lids that match the surrounding sidewalk material. Additionally, if approved, access lids not located in the through pedestrian corridor, shall be constructed with an approved non-slip surface having a static coefficient of friction between 0.60 and 1.00 as determined by ASTM Designation C 1028-89. Access lids on inclines greater than 4% shall have a coefficient of friction between 0.80 and 1.00. Lids with openings greater than 0.5 inches (in the direction of travel) are not



allowed in the pedestrian through zone (as defined in the Portland Pedestrian Design Guide). For vaults within the through pedestrian zone (approved through a Design Exception review), access lids are to be lift out lids that match the surrounding sidewalk material.

### **Excavation and Shoring**

The limits of excavation for the proposed development need to be shown. Because the proposed development and excavation are in close proximity to the r.o.w., excavation limits need to be shown in order to verify that no work is proposed within the r.o.w. which exceeds the limits of the PW Permit (if required). If the excavation layback exceeds the limits of the PW Permit, approval of a mass excavation encroachment permit will be required. Excavation information may be provided on the Grading and Erosion Control Plan sheets, or on a separate sheet. Please provide slope layback information, as well as the limits and cross sections showing the proposed excavation relative to the finished face of curb and property lines. Cross sections are to be worst case locations. Shoring designs are also preferred to be reflected in a detail drawing so that the anticipated wall height and required pile size is absolutely clear to the contractor during construction. Piling, that are located in the r.o.w., will be required to be cut off 5-feet below the curb gutter elevation, tiebacks will be required to be de-tensioned at the end of their required use.

If shoring, and structural walls which support the r.o.w. are proposed (on-site or within the r.o.w.); sufficient information on the location of proposed shoring design, calculations and a geotechnical report will be required for evaluation by the Transportation Bridges and Structures group prior to PBOT Building Permit approval, or issuance of an Encroachment Permit (if applicable). If tieback shoring is proposed, the tiebacks may not extend past the centerline of the impacted r.o.w. without providing written consent from the adjacent property owner (opposite of the proposed shoring). The applicant should be aware that all Transportation Structural reviews and reviews of encroachments into the public r.o.w. extending past the curb line (or less if warranted), will require additional review time by other Bureaus and Transportation staff, which will be necessary for Transportations approval of the Building Permit. It is recommended that the applicant's design team provide the necessary information to PBOT at an early stage of the permit process, in an additional separate design set.

Designs and Calculations are required to be stamped by an Oregon licensed civil engineer. An additional set of shoring designs, calculations and the geo-technological report will be required for PBOT permitting to forward to the Bridges and Structures group for review. Additionally, a digital copy should also be provided.

### **Below Grade Encroachments**

Vaults and other enclosed below-grade spaces may be allowed within the r.o.w. with a (Revocable) Encroachment Permit. The building section within the r.o.w. must be designed to be severable from the main building and the structural support for the building above grade must meet IBC 3202.1.1. No projections are allowed beyond the curb line. **A minimum of 5-ft of clearance is required from the street gutter grade to the top of the building lid. It is the applicant's responsibility to demonstrate that no conflict will exist with street trees,**



**streetlights, signals, ADA ramps or any other item constructed within the r.o.w. permitted through the Public Works Permit. The applicant must also provide confirmation that the local utility providers have verified that there is no conflict with the proposed encroachment and the provider's existing, or future, infrastructure.**

**Footing Encroachments** are not allowed within eight vertical feet below the surface grade (IBC 3202.1) without an approved Revocable Permit (encroachment permit), Footings may extend up to 12-inches into the right-of-way provided that the top of footing is located no less than 8-feet below grade.

**Balcony Encroachments** are allowed by City Code and applicable IBC standards. Balconies may encroach into the public right-of-way 1-inch horizontally for each 1-inch above 96-inches (8-feet) above finished grade. The Maximum encroachment allowed is 48-inches.

**Oriel Window Encroachments** are allowed by City Code and/or applicable IBC standards as adopted by the Bureau of Planning, Bureau of Transportation and the Bureau of Development Services, or the applicant must procure an approved Revocable Permit from the Bureau of Transportation for the proposed encroachment. If the proposed encroachment exceeds the definition of being a "Minor Encroachment," "Major Encroachment" policy approval, through City Council, will be required as a condition of this building permit approval.

**Stair and railing Encroachments** are not allowed outright within the public right-of-way per City Code and applicable IBC standards. If they are proposed in the right-of-way, either the plans and design must be revised to meet the City and associated IBC encroachment standards, or the applicant must procure an approved Revocable Permit from the Bureau of Transportation for the proposed encroachment.

**Door and Gate Encroachments** into the Public Right-of-Way are not allowed without a Revocable Encroachment Permit to allow any such encroachments. Please be advised that it is not typically PBOT Policy to approve door swings into the ROW for new construction.

**Bike Racks** are generally encouraged, there is no encroachment permit fee for approved encroachment applications and permits. The permit is required as a means of tracking encroachment locations and assuring that the rack meets City standards for type and location.

### **Loading Dock Encroachments**

Docks extending from a building face into the right-of-way are private structures which require approval as an allowed encroachment in the public right-of-way. Docks are considered accessory to private buildings and fall under ADA building regulations. Where the dock will provide through pedestrian access in lieu of a public sidewalk, the City Engineer will apply ADA requirements in order to provide a higher level of accommodation. As a condition of this building permit approval, the applicant will be required to obtain an encroachment permit from the Bureau of Transportation.



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## **OTHER CONSIDERATIONS**

**If a Public Works (PW) Permit is required** as a condition of performing right-of-way improvements; stormwater management, bus stop, curb-cuts to City Standard, landscaping, location of signage, Location of utility poles and street lights, as well as other design requirements will be determined as part of the PW design review and permit process.

Designs submitted to Public Works for review must be provided by an Oregon licensed civil engineer. **Performance guarantee, contract and fees must be provided to Public Works satisfaction as a condition of PBOT's building permit approval.**

It will be necessary for the applicant to provide a 30% PW Design to PW in order for PW to;

1) Verify the type of PW Permit that is required, a full "Level II Permit" requiring up through a 90% design review, or a "Limited PW Permit" requiring the 30% for completion of the separate permit, required for PBOT building permit approval.

2) For PW to determine the required performance guarantee (typically a bond) amount.

As stated above, ***Performance guarantee, contract and fees must be provided to Public Works satisfaction as a condition of PBOT's building permit approval.***

**Dedication and Easements:** As a condition of PBOT building permit approval for construction of development, sufficient dedication will typically be required to meet the required right-of-way standards. The limits of dedication may require the applicant providing a survey of the frontage and an acceptable PW design for comparison. Subject property.

### **Utilities/Power lines:**

If the pedestrian corridor supports overhead power lines directly across from a zero setback building face and projections, the applicant is advised that they may be required to contact the appropriate utility service company to assure that the proposed design meets the requirements of for separation distances of structures and utility services.

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## **CONTACT INFORMATION**

### **PW Permit process:**



The PW design must be provided by an Oregon licensed civil engineer. To begin the PW process, please contact Transportation Public Works through <http://www.portlandonline.com/index.cfm?c=53147>

**Dedication process:**

To start the dedication process, the applicant is required to complete and return a dedication request form to Transportation Right-of-Way Acquisition. Said form will be provided by PBOT at the time of the building permit, PBOT's 1<sup>st</sup> review. Dedications will not be processed prior to the building permit processing. Dedications, and required easements, will be a condition of PBOT's approval for the building permit.

**Design Exception (DE) Application and Process**

For additional information on the DE process and for an application, please go to:

<http://www.portlandoregon.gov/transportation/article/207301>

Scroll down to "Form Title" – "Design Exception Instructions (PBOT)" and "Design Exception Form (PBOT)" for the links to additional information and application.

**Revocable Encroachment Permit Application:**

If the proposed scope of work requires a revocable permit application for encroachments in the public right-of-way, please go to the following web site for an application, processing, and additional information:

<http://www.portlandoregon.gov/transportation/encroachments>

for an application, general information, cost and submittal information.

**Permits from PBOT Street System/Utilities and from the Office for Community Technology are required for this installation:**

Contact Ryan Mace at 503-823-7076 or at [Ryan.Mace@portlandoregon.gov](mailto:Ryan.Mace@portlandoregon.gov) and Melvin Riddick at 503-823-0066 or at [Melvin.Riddick@portlandoregon.gov](mailto:Melvin.Riddick@portlandoregon.gov) to obtain the required permits. Advise this office when the permits have been obtained.

**Other Related PBOT Building Permit Questions:**

Please contact Wayne Close (503-823-7647 [wayne.close@portlandoregon.gov](mailto:wayne.close@portlandoregon.gov) )



## Pre-Application Conference Response

**Date:** October 21, 2020  
**To:** Jean Hester, Conference Facilitator  
503-823-7783, Jean.Hester@portlandoregon.gov  
**From:** Abigail Cermak, BES Systems Development  
503-823-7577, Abigail.Cermak@portlandoregon.gov  
**Case File:** EA 20-188301  
**Location:** 501 NW 21ST AVE  
**R#:** R198582  
**Proposal:** Two story addition above existing restaurant (8 new apartments). No new impervious area and the roof currently drains to City system. This is a non-contributing resource.

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The Bureau of Environmental Services (BES) has reviewed the submitted materials to identify potential issues and requirements and provide the following comments. Some references to Portland City Code (PCC) are included below; the applicant may refer to the Auditor's Office [Online Charter and Code](#).

### A. KEY ISSUES AND REQUIREMENTS

Following is a brief summary of issues and requirements that may impact your proposed project or are submittal requirements that will require time to prepare prior to submittal of the application.

1. With the land use application, the applicant must submit a utility plan showing all existing and proposed sanitary connections and stormwater management facilities.
2. Required public right-of-way improvements may trigger stormwater improvements, which must be reviewed through a Public Works Permit.

### B. SANITARY SERVICE

1. *Sanitary Infrastructure:* According to available GIS data, the following sewer infrastructure is located in the vicinity of the project site:
  - a. There is a public 8-inch vitrified clay (VSP) combined sewer on the north side of NW Glisan St (BES as-built #21350).
  - b. There is a public 9-inch vitrified clay (VSP) combined sewer on the south side of NW Glisan St (BES as-built #21350).
  - c. There is a 60-inch reinforced concrete (RCP) combined sewer in NW 21<sup>st</sup> Ave (BES as-built #3318)
2. *Combined Sewer:* BES models predict that the 8-inch combined sewer in NW Glisan St described above may surcharge during the 25-year storm event. BES will allow sanitary connections, but stormwater discharges will be restricted according to the Stormwater Management Manual's Infiltration and Discharge Hierarchy, as well as flow and volume control standards. Reducing the volume of post-development stormwater runoff to the combined system is a priority for BES, therefore onsite infiltration will be required to the maximum extent feasible. See the *Stormwater Management* section, below, for a discussion about the project's stormwater management approach.
3. *Upsizing Existing Sanitary Lateral:* BES does not have clear records regarding the size and location of the existing sanitary lateral. Based on the proposed development type and



according to Table 1 of [ENB-4.17](#), the existing lateral may need to be upsized to provide an acceptable sanitary connection for the development. The applicant should be aware that upsizing an existing sanitary lateral requires a sewer connection permit; the permittee is responsible for upsizing the entire length of lateral to the sewer main and for all costs associated with the work.

4. *Connection Requirements:* Connections to the City sewer system must meet the standards of the City of Portland's [Sewer and Drainage Facilities Design Manual](#), [PCC 17.32.090](#), administrative rules [ENB-4.07](#) and [ENB-4.17](#), and all other relevant City codes and rules. Sanitary sewage from private property must be separately conveyed to the property line and connected through individual laterals for discharge to the City separate sanitary or combined sewer. Per [ENB-4.07](#), sewer connection permits are required to make new connections to City mains and laterals, relocate or upsize existing laterals, and repair sewers in City right-of-way. The permittee is responsible for verifying the location, depth and size of an existing sewer lateral and for ensuring the lateral is clear of obstructions prior to connection.

### C. STORMWATER MANAGEMENT

1. *Stormwater Infrastructure:* According to available GIS data, the following stormwater infrastructure is located in the vicinity of the project site:
  - a. There are no public storm-only sewers available to this property and a public storm main extension is not required. The combined sewer described above may provide the only offsite discharge location for stormwater from the development.
  - b. Currently, stormwater from the public right-of-way discharges to combined sewer inlets in NW Glisan St & NW 21<sup>st</sup> Ave.
2. *General Stormwater Management Requirements:* Development and redevelopment sites that include any of the triggers listed in PCC 17.38.040 are subject to the policies and standards of PCC 17.38.035, Portland's [Stormwater Management Manual](#) (SWMM) and [Source Control Manual](#) (SCM). Projects must comply with the current adopted version of the SWMM as of the permit application date. A fundamental evaluation factor in the SWMM is the Stormwater Infiltration and Discharge Hierarchy (Section 1.3.1), which sets the framework that will be used to determine when a project's stormwater runoff must be infiltrated onsite and when offsite discharge will be permitted, and the parameters that must be met for either scenario. If tested infiltration rates on a property are greater than or equal to 2 inches per hour, onsite infiltration will be required unless the site falls under a specific exemption described in Section 1.3.3 of the SWMM. Note that maximum building coverage allowed by the zoning code does not exempt the applicant from stormwater requirements. Pollution reduction and flow control requirements must be met using vegetated facilities to the maximum extent feasible, though roof runoff and some paved impervious surfaces are exempt when discharging directly to a UIC (refer to Section 1.3.3 of the SWMM). The Hierarchy also includes impervious area reduction techniques (ecorooft, pervious paving and trees), which can mimic the passive treatment of pre-development conditions and help reduce the area of new development requiring stormwater management.
3. **2020 SWMM Update:** Note that the SWMM is currently being revised with the new version expected to go into effect November 2020. The draft 2020 SWMM is available at [www.portlandoregon.gov/bes/2020SWMM](http://www.portlandoregon.gov/bes/2020SWMM). The applicant is also encouraged to review the additional information and summary of changes provided at the above link. There will be a grace period of three months during which either SWMM version can be used. Outside the grace period, each application will be reviewed under the manual in effect at the time of submittal. Specifically, land use reviews will be conducted under the manual in place at the time of application submittal (provided that the application is complete within 180 days of



submittal), building permits will be reviewed against the manual version in effect at the time of permit "in date," and Public Works Permits will be reviewed against the manual version in effect on the date the Concept Development Submittal is accepted for review. Although staff will attempt to identify and describe potential impacts of the updated SWMM to this proposal, it is the applicant's responsibility to also review the provided information and revisions in the context of the development proposal.

4. **Public Right-of-Way Stormwater Management:** Stormwater runoff from the public right-of-way must comply with all applicable standards of the SWMM and Sewer and Drainage Facilities Design Manual and be conveyed to a discharge point along a route of service approved by the BES Director or the Director's designee.
  - a. Under the 2016 SWMM, when PBOT requires new sidewalk construction in a pedestrian corridor where a curb and paved street already exist, constructing the sidewalk so that it slopes toward a vegetated area and/or planting street trees will be a viable alternative to constructing stormwater management facilities.
  - b. **2020 SWMM Update:** Note that with the SWMM update expected in November 2020 (as described above), sidewalk and ADA improvement projects with existing curbs that create or replace 500 ft<sup>2</sup> or more of impervious area will no longer be automatically exempt from stormwater management requirements. If this project will be reviewed under the 2020 SWMM, the applicant should be aware that new or redeveloped impervious area behind the existing curb must meet SWMM requirements or will be subject to an Offsite Stormwater Management Fee in lieu of building a stormwater facility. Be aware that Public Works Projects will be reviewed based on the manual in effect at the time the Concept Development Submittal is accepted for review.
5. **Private Property Stormwater Management:** Stormwater runoff from this project must comply with all applicable standards of the SWMM and SCM and be conveyed to a discharge point along a route of service approved by the BES Director or the Director's designee.
  - a. **SWMM Triggers:** Stormwater management requirements described in the SWMM are triggered for projects that develop or redevelop greater than 500 square feet of impervious area. Changes to paved or other impervious surfaces that expose 500 square feet or more of gravel, aggregate or soil and repave would trigger the requirements of the SWMM. In addition, expanding the footprint of existing structures or impervious area, or expansion of existing structures within the existing development footprint may trigger the SWMM. The applicant may refer to Section 1.2.1 of the SWMM and coordinate with BES staff for information of what qualifies as development and redevelopment for this project. If stormwater management requirements of the SWMM are triggered, a stormwater report will be required.
    - 1) As discussed, this project will most likely be reviewed under new 2020 SWMM. Under the new SWMM, projects that construct vertical additions to an existing structure within the building footprint that are less than 10,000sf are exempt from stormwater management.

#### **D. GENERAL PUBLIC WORKS PERMIT INFORMATION**

*For questions related to the public improvements described throughout these notes, please contact Clayton Stahnke at (503) 823-7054 or [clayton.stahnke@portlandoregon.gov](mailto:clayton.stahnke@portlandoregon.gov) or the BES Development Engineering hotline at (503) 823-7761, option 3.*

1. **General Public Works Permit Information:** Information on the City's public works permit (PWP) process, including submittal requirements and review timelines, is available at [www.portlandoregon.gov/publicworks](http://www.portlandoregon.gov/publicworks). All submitted public works plans must meet the City's Sewer and Drainage Facilities Design Manual (SDFDM), SWMM, and public works



permitting plan submittal requirements and drafting standards. Contact Public Works Permitting at (503) 823-1987 or [pw@portlandoregon.gov](mailto:pw@portlandoregon.gov) with questions related to the general public works permit process.

2. *Hazardous Substances Code*: The City's Hazardous Substances Code (PCC 17.24.067) requires the excavation and removal of disturbed contaminated soils from right-of-way access areas and utility corridors. The soils must be replaced with clean fill at a minimum depth of 5 feet. A demarcation/contaminant barrier is also required when it has been determined the soils are contaminated at depth. Erosion control measures for contaminated soils ([Section 1.12](#) of the SCM) must be met. Soil stockpiles must be covered and contained with a barrier on all four sides, with an impervious layer underneath the stockpile to inhibit contaminants from leaching back into the soil.

#### **E. SUBMITTAL REQUIREMENTS FOR LAND USE**

1. Full land use plan set, including preliminary utility plan.

#### **F. PERMIT INFORMATION**

At the time of permit review the applicant should be aware of the following:

1. *Connection Fees*: Sewage system connection fees and system development charges are assessed at the time of building plan review and change every fiscal year on July 1<sup>st</sup>. For additional information on these fees, navigate [here](#) or call the BES Development Review Team at 503-823-7761.
2. *Connection Requirements*: Connection to public sewers must meet the standards of the City of Portland's [Sewer and Drainage Facilities Design Manual](#).
3. *Source Control Manual Requirements*: Design requirements from the [Source Control Manual](#) (SCM) that may be pertinent to this project are briefly described as follows with the corresponding SCM section noted. BES recommends the applicant review the SCM to help recognize other requirements that may apply to this project at the time of building permit review.
  - a. *Solid Waste and Recycling* (SCM [Section 1.6](#)): Solid waste (including grease bins/drums/boxes) and recycling (plastic, paper, glass, etc.) areas require a structural cover with a paved surface beneath the receptacles, a bermed or graded isolated area beneath the cover to protect from stormwater run-on, and a drain to the sanitary sewer within the isolated covered area.
  - b. *Loading Docks* (SCM [Section 1.7](#)): Loading docks (material transfer areas) must be isolated from stormwater run-on. The first 3 feet of the dock face must be isolated through grading, berms or drains, and that area must discharge to the sanitary sewer. Bay door loading areas are required to be sloped away from the outside and stormwater is to be directed away from the bay door loading area.
  - c. *Remote Fueling for Generators* (SCM [Section 1.8](#)): The generator fuel supply tank must be double walled and the fueling port must have secondary containment in order to meet the intent of Section 1.8.
4. *Grease Management Program* (PCC [17.34](#) and [ENB 4.26](#)): The City requires installation of grease interceptors in all new food service establishments or in establishments making improvements to their food or beverage preparation areas. All plumbing fixtures in food and beverage preparation areas must be connected to an interceptor. A monitoring access structure (MAS) may be required. Please refer to the MAS discussion below regarding MAS requirements.



5. *Extra Strength Sewer Charge Program* (PCC [17.34](#) and [ENB 4.25](#)): An itemized Extra Strength Sewer charge will be included in sewer bills for Food Service Establishments (FSEs). This fee is based on water usage and will be lower for FSE's that reduce food waste in the discharge to the sewer system by installing and maintaining grease interceptors, composting, and eliminating food grinders. A monitoring access structure (MAS) may be required. Please refer to the MAS discussion below regarding MAS requirements.
6. *Interior Secondary Containment* (PCC [17.34.30](#) and PCC [17.34.060.D](#)): Indoor storage areas with food, chemical, wastewater, and beverage containers, or other substances prohibited in code to enter the sewer system, must include secondary containment.
7. *Pet Relief Areas* (PCC [17.32](#)): Any liquid wastes generated from an area that will be built specifically for, or used as, a pet relief area must discharge to the sanitary sewer system. Stormwater is not allowed into the sanitary sewer system; therefore an area used for pet relief would need to be protected from any stormwater coming in contact with that area.

#### **G. ADDITIONAL STORMWATER MANAGEMENT CONSIDERATIONS**

Included below is information regarding programs and technologies that the project team may choose to utilize for this project.

Topic	Comments	Links & Contacts
<b>Ecoroof</b>	Planted roofs (ecoroofs) are encouraged by the City as a sustainable method of stormwater management. By installing an ecoroof on all or a portion of your roof area, the size of additional required stormwater facilities may be reduced because it reduces the amount of impervious area on the site that needs to be managed. Ecoroofs also insulate the building, reducing heating and cooling costs, last many years longer than conventional roofs, and provide wildlife habitat. Ecoroofs are also encouraged in the LEED Green Building Rating System and a project can earn credits toward LEED certification. BES is available to provide additional information or design assistance.	2016 SWMM Section 2.3.4.1  <a href="#">BES Ecoroofs</a>
<b>Clean River Rewards Program</b>	Clean River Rewards, Portland's stormwater discount program, offers discounts up to 100% of the City's onsite stormwater management charge to ratepayers who manage stormwater runoff on their property. The discount is calculated on a sliding scale for how much and how well properties manage stormwater onsite. Ratepayers must register their property and describe how stormwater is being managed to qualify. See the Clean River Rewards website for more information.	<a href="#">BES Clean River Rewards Program</a> : 503-823-1371 (hotline)



## Early Assistance Conference Response

**Date:** October 20, 2020  
**To:** Jean Hester, Conference Facilitator  
503-823-7783, Jean.Hester@portlandoregon.gov  
**From:** Kevin Wells, 503-823-5618  
Kevin.Wells@portlandoregon.gov  
**Case File:** EA 20-188301  
**R#:** R198582  
**Proposal:** A Pre-Application Conference to discuss a two story addition above an existing restaurant. Eight units are proposed.

The Site Development Section of the Bureau of Development Services (BDS) has reviewed the conference materials provided by the applicant. The following comments identify conditions that may impact the project, or submittal requirements for land use or building permit review.

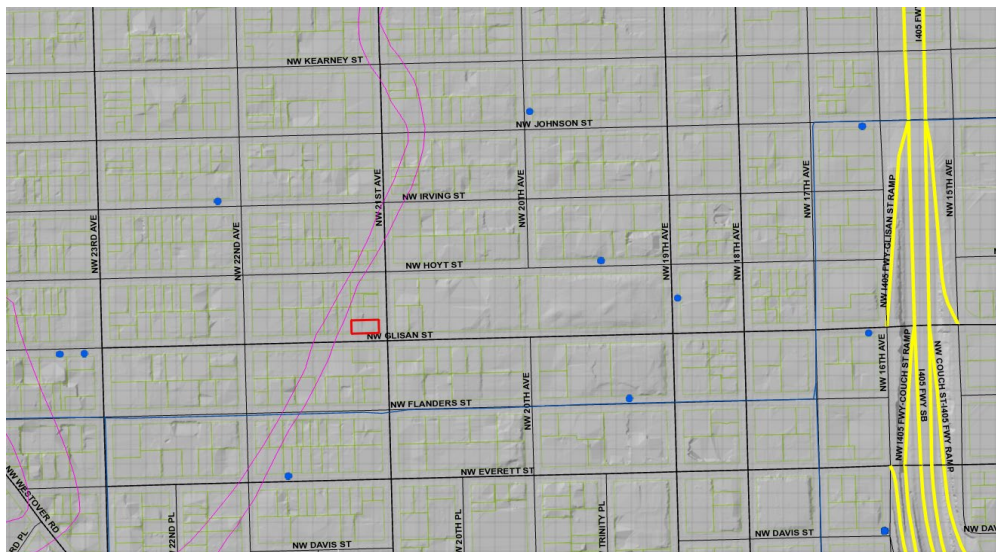
### A. Site Conditions

Topography: The site is relatively level with an approximate elevation of 116 feet NAVD.

Potential Landslide Hazard Area: The site is not located in a regulated Potential Landslide Hazard Area.

**Flood Hazards:** The site is not within a FEMA or City of Portland regulated Flood Hazard Area.

**Liquefaction:** Based on a review of geologic maps, the site may be susceptible to liquefaction during strong seismic shaking. Importantly, a natural drainage channel that was subsequently infilled by historic development traverses near the northwest boundary of the site, which may contribute to the potential for liquefaction, shallow groundwater, and/or undocumented fills below the site.





**B. Building Permits**

The applicant must obtain a building permit to facilitate the proposed improvements. As required by Section 105.1 of the Oregon Structural Specialty Code (OSSC), any owner or authorized agent who intends to construct, enlarge, alter, repair, move, change the character or use of the occupancy, or change the occupancy of a building or structure that is regulated by the State Building Code, must first make application to the BDS and obtain a building permit.

**C. Seismic Upgrade Requirements of PCC 24.85.**

A seismic rehabilitation of the existing structure could be required in accordance with Portland City Code (PCC) 24.85. The provisions of PCC 24.85 prescribe the seismic design requirements for existing buildings undergoing changes of occupancy, additions, alterations, catastrophic damage, fire, or earthquake repair, or mandatory or voluntary seismic strengthening. The requirements of PCC 24.85 only apply to buildings for which a building permit has been applied for to change the occupancy classification, add square footage to the building, alter or repair the building.

**D. Geotechnical Engineering Requirements**

The applicant must submit a geotechnical report with the building permit application. The geotechnical report must be prepared by an Oregon-registered professional engineer with experience in geotechnical engineering. The report must contain recommendations for site preparation, seismic design, and foundation support. The report must also summarize the engineer's evaluation of liquefaction.



# Water Bureau

## Early Assistance Appointment Response

**Date:** October 8, 2020

**From:** Benjamin Kersens, 503-865-6370, Ben.Kersens@portlandoregon.gov

**Case File:** EA 20-188301

**Location:** 501 NW 21ST AVE

**Property ID:** R198582

**Proposal:** A Pre-Application Conference to discuss a two story addition above an existing restaurant. Eight units are proposed.

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The Portland Water Bureau (PWB) has reviewed the early assistance materials to identify potential issues and requirements.

### A. KEY ISSUES

1. There is an 8-inch cast iron main a few feet from the curb on NW Glisan Street. PWB recommends avoiding any large vault installations in the furnishing zone of NW Glisan Street. For protection of the water main, PWB will require a 5-foot clearance from the edge of your excavation to the edge of the water main.
2. To install a new sanitary lateral to the property you may need to cross an existing water main. PWB will require a Utility Protection Plan prior to construction. Refer to the [Portland Guidelines for Utility Protection](#) for more information.

### B. WATER AVAILABILITY

1. Water is available to this site from the 8" CI water main in NW Glisan Street and the 6" CI water main in NW 21<sup>st</sup> Ave. The static water pressure is estimated as 63 - 79 psi at 118 feet in elevation.
  - a. PWB prefers that new services are located on NW Glisan in order to avoid crossing to the main on the far side of NW 21<sup>st</sup>.
2. The site is currently served through a 1" domestic meter and a 4" fire line. Services will be evaluated at the time of PWB permit review. If the services are found to be inadequate, they will be resized at the expense of the applicant. If an existing service is not used for the new development, it must be removed. All fees to remove services are the responsibility of the applicant.
  - a. Please verify that the existing 4" fire line will be sufficient for the proposed development.



- b. The 1" domestic will likely be insufficient for the entire development. The designer can utilize the existing 1" for the 1<sup>st</sup> floor tenant and have a 2<sup>nd</sup> service installed for the new development or can install a second larger service for the entire development.
- c. Complete a [W-4](#) for development to determine the future water meter size.
- d. A complete site utility plan will be required showing all utilities in the ROW.

#### **C. OTHER CATEGORY**

1. If a single domestic and/or fire service is to be used to serve two or more buildings, the property owner will be required to sign a "Separate Service Agreement" prior to building permit approval or purchasing new services. The agreement states if the property is divided in the future, separate water domestic and/or fire service must be installed for each resulting parcel prior to approval of the land division.
2. All mixed-use/multi-tenant developments, certain occupancies, and services larger than 1.5" will require the installation of a backflow prevention assembly on private property. Water Bureau required backflow assembly installations can significantly impact property frontage development. Water Bureau required assemblies are typically required to be installed on private property at the property line, on the centerline of the city water service. Some installations are required to be installed above finished grade in an approved insulated outdoor enclosure. Please reference possible backflow assembly requirements for your project at <https://www.portlandoregon.gov/water/article/326464> or call 503-823-7480 for more information.
3. To obtain fire flow information fill out a "Fire Flow Request Form" found at our website, <http://www.portlandonline.com/water/index.cfm?c=55128&> or by calling 503-823-1408.
4. If there is contamination in or near the ROW at the location of proposed water mains or services, PWB requires:
  - a. Verification of clean soils at the location of the installations; or
  - b. Identification of the extent and degree of contamination such that appropriate remediation plans can be generated prior to any PWB construction. The remediation, disposal fees, and charges are the responsibility of the applicant.
5. A water main relocation may be required where new or reconstructed infrastructure is proposed to encroach on an existing water line.

#### **D. WATER CODE REQUIREMENTS**

Topic	Code and Comments	Code Citation & Link
Title 21	City Water Code	<a href="#">Title 21 Water</a>

#### **E. PERMIT INFORMATION**

At the time of permit review (following the land use review) you should be aware of the following:



1. All new domestic service taps and upsized meters will be assessed a **System Development Charge** (SDC). Fee is based on meter size. Meters will be sized during the building permit process. Sizing is based on total count of all fixtures supplied by the identified service. Applicant will provide an SDC Form, W-3, or W-4 for each service as part of the building permit submittal. There will be no reduction in meter size based on grey water usage or the installation of low-flow fixtures. SDC credit will be given for meters that are permanently removed. SDC credit is applied towards services within the same lot and is not transferrable.
2. Fire lines are excluded from Systems Development Charges.
3. The applicant can consider the use of a combination domestic and fire service for domestic services of 2" or less. In this circumstance PWB will require that the fire flow demand be provided prior to building permit approval.
4. Ordinance rates for service installations and water main extensions can be found in the FY 20-21 Water Fee Schedule: <https://www.portlandoregon.gov/water/article/763613>. Service/Mains work may fall outside of our Rate Ordinance requiring a Site Specific estimate.



# Fire Bureau

## Pre-Application Conference Response

**Date:** 10/29/2020

**To:** Jean Hester, Conference Facilitator  
503-823-7783, Jean.Hester@portlandoregon.gov

**From:** Paul Jennings, 503-823-3993  
Paul.Jennings@portlandoregon.gov

**Case File:** EA 20-188301

**Location:** 501 NW 21ST AVE

**Property ID:** R198582

**Proposal:** A Pre-Application Conference to discuss a two story addition above an existing restaurant. Eight units are proposed.

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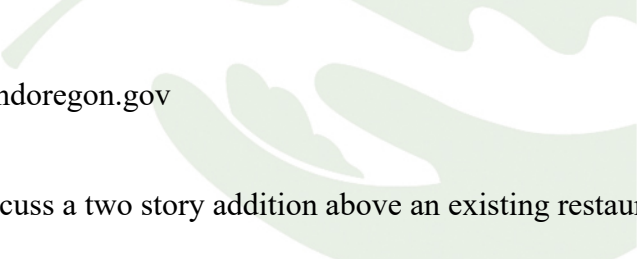
PORTLAND FIRE BUREAU: What requirements are there for access to the Sprinkler equipment?

901.4.6 Pump and riser room size. Where provided, fire pump rooms and automatic sprinkler system riser rooms shall be designed with adequate space for all equipment necessary for the installation, as defined by the manufacturer, with sufficient working space around the stationary equipment. Clearances around equipment to elements of permanent construction, including other installed equipment and appliances, shall be sufficient to allow inspection, service, repair or replacement without removing such elements of permanent construction or disabling the function of a required fire-resistance-rated assembly. Fire pump and automatic sprinkler system riser rooms shall be provided with doors and unobstructed passageways large enough to allow removal of the largest piece of equipment. 901.4.6.1 Access. Automatic sprinkler system risers, fire pumps and controllers shall be provided with ready access. Where located in a fire pump room or automatic sprinkler system riser room, the door shall be permitted to be locked provided that the key is available at all times. 901.4.6.2 Marking on access doors. Access doors for automatic sprinkler system riser rooms and fire pump rooms shall be labeled with an approved sign. The lettering shall be in contrasting color to the background. Letters shall have a minimum height of 2 inches (51mm) with a minimum stroke of 3/8 inch (10 mm). 901.4.6.3 Environment. Automatic sprinkler system riser rooms and fire pump rooms shall be maintained at a temperature of not less than 40°F (4°C). Heating units shall be permanently installed. 901.4.6.4 Lighting. Permanently installed artificial illumination shall be provided in the automatic sprinkler system riser rooms and fire pump rooms.



# Urban Forestry

## Early Assistance Response



Date: September 30, 2020  
From: Casey Clapp  
503-823-4467, Casey.Clapp@portlandoregon.gov  
Case File: EA 20-188301  
Location: 501 NW 21ST AVE  
Proposal: A Pre-Application Conference to discuss a two story addition above an existing restaurant. Eight units are proposed.

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Portland Parks, Urban Forestry staff has reviewed the Early Assistance materials to identify potential issues and requirements in accordance with Title 11, Trees. This response identifies potential issues and/or impacts on existing street and heritage trees, and trees on city-owned or managed sites, if applicable. Trees on private property are subject to development standards from the Bureau of Development Services. See planner requirements for private property trees.

**Please note that there may be other applicable tree requirements in Title 33 Planning & Zoning.**

### **A. Response Summary**

The development will be subject to Urban Forestry standards and requirements during the permit review process as detailed below.

The Armstrong red maple along NW Glisan St should be removed as a part of this project due to its declining health and structural condition. Due to the species, size, and condition of trees removed, no trees are required to be planted to mitigate the loss as a result of this project. Street tree planting standards must be met in accordance with 11.50.060.C. Trees will be required to be planted through the either the building permit or a public works permit.

The remaining street trees along NW Glisan St and both street trees along NW 21st Ave must be preserved at all phases of construction. These trees are healthy, non-nuisance species that are appropriate for their location. Pruning is likely to be required for this project; however, pruning will be limited to clearance for the building. Trees may not be pruned or removed for temporary measures like scaffolding. If the applicant believes the tree must be removed to facilitate development, the applicant must provide adequate technical analysis demonstrating why the tree cannot be preserved while developing the site to City standards.



## **B. Tree Plan (11.50.060)**

A tree plan must be submitted with each phase of review including land use reviews, building permit applications, and public works permits. A tree plan was not submitted with the EA application, so additional tree information is required. The plan must include the following information for street trees:

- a. The size and location of street trees adjacent to the subject property.
- b. Trees proposed to be preserved including tree protection specifications in accordance with 11.60.030.
- c. Tree(s) proposed for removal.
- d. Tree planting plan (tree species and location(s)).

## **C. Street Trees**

### *1. Existing Street Conditions*

- a. NW 21<sup>st</sup> Ave: The site has approximately 50 feet of street frontage. The right-of-way is improved with pavement, curbs, planting cutouts, and sidewalks. There are no overhead high voltage power lines. There are two street trees.
  - i. Armstrong red maple (*Acer rubrum* 'Armstrong'), 12.9" DBH, good condition
  - ii. Armstrong red maple (*Acer rubrum* 'Armstrong'), 13.8" DBH, good condition
- b. NW Glisan St: The site has approximately 100 feet of street frontage. The right-of-way is improved with pavement, curbs, planting cutouts, and sidewalks. There are no overhead high voltage power lines. There are three street trees.
  - i. Armstrong red maple (*Acer rubrum* 'Armstrong'), 15.8" DBH, poor condition
  - ii. Persian ironwood (*Parrotia persica*), 9.8" DBH, good condition
  - iii. Purple leaf plum (*Prunus cerasifera* 'Thundercloud'), 15.5" DBH, good condition

### *2. Street Tree Preservation (11.50.040)*

Based on the proposed development it appears existing street trees may be impacted. Development proposals must be configured to avoid street trees.

The Armstrong red maple along NW Glisan St should be removed as a part of this project due to its declining health and structural condition. Due to the species, size, and condition of trees removed, no trees are required to be planted to mitigate the loss as a result of this project. Street tree planting standards must be met in accordance with 11.50.060.C. Trees will be required to be planted through the either the building permit or a public works permit.

The remaining street trees along NW Glisan St and both street trees along NW 21<sup>st</sup> Ave must be preserved at all phases of construction. These trees are healthy, non-nuisance species that are appropriate for their location. Pruning is likely to be required for this project; however, pruning will be limited to clearance for the building. Trees may not be pruned or removed for temporary measures like scaffolding. If the applicant believes the tree must be removed to facilitate development, the applicant must provide adequate technical analysis demonstrating why the tree cannot be preserved while developing the site to City standards.

### *3. Street Tree Protection Specifications (11.60.030)*

Tree protection is required in accordance with Title 11 Trees, Protection Methods (11.60.030). Tree protection shall follow either the Prescriptive or Performance path. Protection methods must be shown on the tree plan. If using the Performance path, the alternate tree protection plan must be prepared by an arborist who has visited the site

### *4. Street Tree Planting (11.50.060.C)*



The applicant has not provided a conceptual street tree planting plan. One street tree must be planted or retained for each full increment of 25 linear feet (11.50.060.C.1). Street trees must be planted at a minimum 2.5 caliper inches. Trees will be required to be planted through the building permit or a public works permit.

- a. NW 21<sup>st</sup> Ave: The site has approximately 50 feet of street frontage at this location requiring two trees to be planted or preserved.
- b. NW Glisan St: The site has approximately 100 feet of street frontage at this location requiring up to four trees to be planted or preserved.

Street tree planting may be exempt under 11.50.060.B when existing above or below grade utilities prevent planting street trees or when the existing planting strip is less than 3-feet wide.

Due to the existing condition of the right-of-way, street trees may not be required unless PBOT requires frontage improvements.

#### **D. Heritage Trees**

1. *Heritage Trees* (11.20.060):

There are no Heritage Trees on or adjacent to this site currently.



## **URBAN FORESTRY TREE REQUIREMENTS**

### **Early Assistance and Land Use Review**

Portland Parks & Recreation Urban Forestry staff review Early Assistance and Land Use Review materials to identify potential issues and requirements in accordance with Title 11, Trees and Title 33, Zoning Code. The purpose of these reviews is to identify potential issues and/or impacts on existing street trees, heritage trees, and trees on City-owned or managed sites (if applicable), as well as to provide adequate areas for future street tree planting on existing and proposed public streets. Trees on private property are subject to development standards from the Bureau of Development Services. See planning requirements for private property trees or call the Zoning Hotline at 503-823-7526.

#### Tree Plan Submittal Requirements (11.50.070)

A tree plan must be submitted with each phase of review including land use reviews, building permit applications, and public works permits. The tree plan information may be combined with other relevant plan sheets. The tree plan submittal shall include the following information:

- ☐ existing improvements;
- ☐ proposed alterations;
- ☐ existing street trees  $\geq 3"$  DBH including size and location;
- ☐ existing on-site trees  $\geq 6"$  DBH within 15' of the limits of disturbance;
- ☐ trees proposed for removal;
- ☐ tree planting proposal, including tree size, species and location; and
- ☐ trees to be retained and proposed tree protection measures meeting the specification in Chapter 11.60.

Any changes to an approved Tree Plan, including amending tree species must be approved by the City Forester. Please note that the City Forester may not approve revised tree planting plans based on the lack of species availability. To facilitate species availability, it is recommended that tree procurement occur approximately 6 months prior to installation.

#### Tree Mitigation (11.50.040.C.2)

Healthy street trees  $\geq 6"$  DBH that are approved for removal shall be replanted with two trees in addition to trees required to be planted to meet Street Tree Planting Standards, below. When street improvements are to partially or fully unimproved streets, healthy street trees  $\geq 12"$  DBH approved for removal shall be replanted with two trees, with trees planted to meet Street Tree Planting Standards credited towards meeting this requirement. Tree replacement for trees removed shall occur in the street planter strip, on site, or in the same watershed either by planting or by paying a fee in lieu of planting in accordance with table 60-1, below.

On City-owned or managed sites, healthy, non-nuisance trees  $\geq 6"$  DBH that are approved for removal shall be replanted per the Administrative Rule for tree replacement standards, below:



## Tree Replacement for Development on City Owned or Managed Sites

Size of tree to be removed (inches in diameter)	Number of trees to be planted
6 and up to 12	Up to 2
More than 12 and up to 20	Up to 3
More than 20 and up to 25	Up to 5
More than 25	Up to 6

### Street Tree Planting Standards (11.50.050)

One street tree shall be planted or retained for each full increment of 25 linear feet per side of street frontage. Planting is exempt when existing above or below grade utilities prevent planting of street trees, or if the existing design of the street will not accommodate street tree planting because the planting strip is less than 3 feet wide, there is not a planting strip, or there is insufficient space to add tree wells. Trees planted to meet street tree planting standards are credited toward mitigation requirements when street improvements are to partially or fully unimproved streets. When the required number of trees cannot be planted, a fee in lieu of planting will be required, in accordance with Table 60-1, below.

**Table 60-1 Broadleaf Tree Size Requirements**

Development Type	Tree Size	
	On Site	Street
One and Two Family Residential	1.5"	1.5"
Multi Dwelling Residential	1.5"	2"
All others	1.5"	2.5"

### Tree Planting Specifications

If there are fewer than 8 required trees, they may all be the same species. If there are between 8 and 24 required trees, no more than 40 percent can be of one species. If there are more than 24 required trees, no more than 24 percent can be of one species. Street tree species shall conform to the appropriate "City of Portland Approved Street Tree Planting List." The City Forester may approve or require an alternate or unlisted species.

All required street trees shall be planted in-ground following Standard Drawing Number P-581 "Typical Street Tree installation," except when in raised planters that are used to meet Bureau of Environmental Services storm water management requirements. Please include the Standard Drawing Number P-581 as part of the Public Works permit application. Plant materials shall be installed to current nursery industry standards and proper arboricultural practices [American National



Standards Institute, *ANSI A300 Part 6: Tree, Shrub, and Other Woody Plant Maintenance-Standard Practices (Planting and Transplanting)* 2012, Tree Care Industry Association, Inc. Londonderry, NH]. Plant materials shall be properly supported to ensure survival.

All trees required or approved to be planted by Title 11 shall be planted or payment in lieu of planting made prior to the expiration of the permit or City's final acceptance of the project, as applicable. However, it is encouraged that planting occur during the wet months or as per City Forester recommendations. Street tree planting may be deferred between May 1 and September 30 upon filing a performance guarantee as provided in Section 11.10.060 or other assurance deemed acceptable by the City Forester or BDS Director as applicable.

#### Tree Protection Specifications (11.60.030)

Trees to be retained shall be protected in accordance with Title 11 Trees, Protection Specifications (11.60.030.C). Tree protection shall be shown on the tree plan and include the distance from the trunk of the tree to the fence. A standard root protection zone is established as follows; a minimum of 1 foot radius (measured horizontally away from the face of the tree trunk) for each inch of tree diameter. Protection fencing shall be a minimum 6-foot high metal chain link construction fence, secured with 8-foot metal posts established at the edge of the root protection zone and permissible encroachment area.



Sign In Sheet NW 21<sup>st</sup> 20-188301

Casey Clapp, Urban Forestry; casey.clapp@portlandoregon.gov, 503-823-8768

Abigail Cermak, BES, abigail.cermak@portlandoregon.gov, 503-823-7577

Bob Haley, PBOT, robert.haley@portlandoregon.gov

steve corey

Edward Christensen

Kevin Wells: BDS Site Development, 503-823-5618; kevin.wells@portlandoregon.gov

Jack Lyon Jack@InvestmentBuilders.net 503-805-1818

Grace Jeffreys, Design/ Historic Resource Review; GraceJeffreys@PortlandOregon.gov; (503) 865-6521



January 7, 2022

Jack Lyon, INVESTMENT BUILDERS, LLC  
3411 NE 65th St., Vancouver, WA 98661  
[Jack@InvestmentBuilders.net](mailto:Jack@InvestmentBuilders.net)

Re: Land Use Review LU 21-076261 HR – 501 NW 21<sup>st</sup>, Courtyard 21

Dear Jack:

Sorry for the delay in getting this to you. It took a bit more time than I thought.

Below are some issues related to approvability. This will give you an idea of what I intend to include in the staff report for the Commission. I used Grace's Incomplete Letter as a guide. It looks like you responded to some of her comments, but not all, and some critical information is still missing from the drawings. We can meet next week to discuss these issues, but I don't expect or even want you to make any changes to the drawings at this time – more on this at the end.

The dimensions of glazing along Glisan are still incomplete. It is not clear that this is not a reduction of glazing. Dimensions need to be added to the drawings. Grace had also suggested relocating the restaurant egress to the easternmost bay so that the residential lobby could be expanded and have more glazing devoted to it. Relocation of the egress to the easternmost bay would separate the two uses making the residential lobby more private and more in keeping with the character of the neighborhood.

The northernmost upper-level windows on the east façade are too close to the property line. This does not meet Building Code and cannot be approved at permit. These windows must be brought in from the edge. If you haven't had a Preliminary Life Safety meeting already, I strongly suggest you request one of these otherwise we may be required to have follow up historic resource reviews in order to approve necessary revisions. Grace had also suggested better aligning the upper-level windows with the ground level windows. I second this comment. At the very least, there should be more symmetry at the upper level – perhaps windows could be added just south of the pilaster on the east façade.

Grace noted that the arch design in the south façade entry bay is a strong symmetrical form that should be centered if it is to be retained. I agree with this. Guideline D2 Main Entrances notes that entrances should be prominent and interesting and I think that is what you are trying to get at with the extended arch here, but the inclusion of a back door to the restaurant within this same area makes it challenging to really celebrate this entrance. I think this is more reason to relocate the restaurant egress to another bay. Additionally, I think the call box should be placed on the side wall west of the residential entry door so that the south facing wall of the lobby can receive more glazing via a sidelight that fills the entirety of that wall.

Going back to the arch, I can see how you are trying to carry the round medallions at the ground floor into the upper levels but because it is off centered and therefore in contrast to design principles that were in place during the historic district's period of significance, I think it is therefore, not compatible with the historic district. As such, I would suggest eliminating both the extended arch and the raised oval band around the sign. I would also suggest that the round light fixtures at the top of the pilasters are not in keeping with the character of the historic district. The guidelines only mention lighting in the sense of safety



(crime prevention) but in this historic district, lighting is sometimes used to highlight architectural features, rather than be the features themselves. If you want to keep round light fixtures at the top of the pilaster in your proposal, I'd suggest that these be revised to downlights to highlight the pilasters; I believe this is what Grace was suggesting in her Incomplete Letter.

Grace also noted that there should be more glazing at the ground floor. I understand that the challenges with the kitchen being located at the south wall, which is really unfortunate, but the windows at the south and east facades could be revised to true storefront windows. Vinyl windows and doors are not approvable as they are not compatible with the historic district. I suggest aluminum-clad wood or a high quality fiberglass window instead. I'd also echo Grace's comment that upper-level doors should be swinging doors, not sliders as sliders are not compatible with the historic district.

Regarding signage, I think it may be best to defer the approval of the actual signage to a follow-up review as there are very few details provided for the proposed signs. We can consider the size and location through this review as well as the materials through this review but mostly as guidance for a follow-up review which would be required as a condition of approval. This is quite common practice as local sign manufacturer's typically provide more details for land use reviews. Does that work for you? Regarding approvability, the blade sign is shown to be an illuminated cabinet which is not approvable. We have approved illuminated push-thru letters on a solid non-illuminated cabinet or neon on a non-illuminated backer.

Grace also noted that any work that was performed without a review will have to be legalized through this review. It appears that the garage door that exists was supposed to be a wooden paneled garage door and that a steel door was installed instead in violation of the 2007 approval. It also appears the structure that was built on top of the garage area is wholly in violation of the 2009 approval for the roof extension and include what appear to be vinyl windows. These will need to be revised to whatever window you end up proposing for the whole building and the siding that is on there will also need to be revised to stucco to match the rest of the building in order to meet Community Design Guidelines D6 and D8 and Alphabet guidelines #2 and #3. Additionally, we may request that the garage door be of higher design quality than the coiling door you are proposing.

Lastly, I'd note that there are still no enlarged section details of new windows and doors which is a critical design detail. These must be shown to be recessed within the stucco wall as they would be in a historic condition. Again, these windows cannot be vinyl. We will also be requiring that all metal used for parapet caps and cornice details be of sufficient gauge to prevent oilcanning – this is likely a gauge of 20 or 22 at a minimum.

With all of these issues noted, I cannot write a recommendation of approval. We can discuss next week as to what new information you can provide at the hearing (via PowerPoint presentation). I do not suggest making any changes to the drawings at this time as these are the drawings I am reviewing for the staff report and the drawings the Commission will be getting with the staff report. Once the Commission reviews the current drawings and we hold the hearing, you will know what changes and what additional information will be necessary to receive an approval.

Sincerely,

A handwritten signature in black ink, appearing to read "Hillary Adam", written in a cursive style.

Hillary Adam, Planner  
Land Use Services Division

cc: Application Case File





**City of Portland, Oregon**  
**Bureau of Development Services**  
**Land Use Services**  
FROM CONCEPT TO CONSTRUCTION

Dan Ryan, Commissioner  
Rebecca Esau, Director  
Phone: (503) 823-7300  
Fax: (503) 823-5630  
TTY: (503) 823-6868  
[www.portland.gov/bds](http://www.portland.gov/bds)

## **STAFF REPORT AND RECOMMENDATION TO THE HISTORIC LANDMARKS COMMISSION**

CASE FILE: LU 21-076261 HR  
PC # 20-188301  
Courtyard 21  
REVIEW BY: Historic Landmarks Commission  
WHEN: January 24, 2022 @ 1:30pm  
Remote Access: Historic Landmarks Commission Agenda  
<https://www.portlandoregon.gov/bds/HLCagenda>

**Due to the City's Emergency Response to COVID19, this land use hearing will be limited to remote participation via Zoom. Please refer to the instructions included with this notice to observe and participate remotely.**

It is important to submit all evidence to the Historic Landmarks Commission. City Council will not accept additional evidence if there is an appeal of this proposal.

**Bureau of Development Services Staff:** Hillary Adam 503-823-8953 / [Hillary.Adam@portlandoregon.gov](mailto:Hillary.Adam@portlandoregon.gov)

### **GENERAL INFORMATION**

**Applicant:** Jack Lyon [jack@investmentbuilders.net](mailto:jack@investmentbuilders.net) / 503-805-1818  
Investment Builders, LLC  
3411 NE 65th St  
Vancouver, WA 98661

**Owner:** 21 Glisan LLC  
Po Box 4803  
Parker, CO 80134-1462

**Owner Representative:** Brad Johnson [501glisan@dragonreef.com](mailto:501glisan@dragonreef.com) / 303-396-2322  
21 Glisan, LLC  
11640 SW Jody St  
Beaverton, OR 97005

**Site Address:** 501 NW 21ST AVE

**Legal Description:** BLOCK 18 LOT 4, KINGS 2ND ADD  
**Tax Account No.:** R452303010  
**State ID No.:** 1N1E33CA 00400  
**Quarter Section:** 3027



**Neighborhood:** Northwest District, contact Greg Theisen at 503-227-5430.  
**Business District:** Nob Hill, contact Nob Hill at nobhillportland@gmail.com.  
**District Coalition:** Neighbors West/Northwest, contact Mark Sieber at 503-823-4212.

**Plan District:** Northwest  
**Other Designations:** Non-contributing resource in the Alphabet Historic District

**Zoning:** CM2(MU-U)m – Commercial Mixed-Use 2 with Centers Main Street overlay and Historic Resource Portetion overlay

**Case Type:** HR – Historic Resource Review  
**Procedure:** Type III, with a public hearing before the Historic Landmarks Commission. The decision of the Historic Landmarks Commission can be appealed to City Council.

**Proposal:**

The applicant proposes to add two stories of apartments over an existing one-story noncontributing building that contains a restaurant in the Alphabet Historic District. The proposed new second and third levels will contain four apartments each, centered around an enclosed courtyard, with a new lobby/stair and recycling/trash room at the ground level.

Historic resource Review is required because the proposal is for non-exempt exterior alterations in a historic district.

**Relevant Approval Criteria:**

In order to be approved, this proposal must comply with the criteria of Title 33. The relevant criteria are:

- Community Design Guidelines
- Historic Alphabet District: Community Design Guidelines Addendum

## ANALYSIS

**Site and Vicinity:** The subject property is located at the northwest corner of the NW 21<sup>st</sup> Avenue and NW Glisan Street. It is a one-story retail building used as a restaurant – the Silver Dollar Pizza Company. It is Utilitarian in its design with modest Art Deco details. The primary entries face east, along NW 21<sup>st</sup> Avenue. With regard to the interior floor plan, the restaurant kitchen is located along the south wall, along NW Glisan Street.

The following is from the Alphabet Historic District National Register nomination and describes changes to the building over time:

“This commercial building is located on a corner lot and anchors the busy intersection of NW 21st and NW Glisan Street. It is a one-story structure with a modified rectilinear plan, a concrete foundation, and flat roof with metal coping. The roof has a mansard marquee covered with wood shingles. The exterior is primarily sheathed in stucco, with brick trim added in 1973. The south facade is organized into five bays, while the primary (east) facade is divided into two bays. The bays are divided by pilasters with simple Art Deco decoration. The main entrance is located on the east facade. It has glass double doors with a tripartite, imitation stained-glass transom. There are two slab service doors at the south facade. Large, fixed, horizontal, aluminum sash windows predominate. Alterations to this building are extensive. The original doors were replaced in 1950, with a side door covered by masonry that same year. Two doors were added in 1950. An additional set of doors was added to the south wall in 1964. A single window was added to the south wall



in 1964. The front (east) windows were covered in 1966, and the original marquee was replaced in 1973.”

In addition to the changes noted, the property also received a 2009 approval for a wood paneled roll-up door to replace two person doors in the westernmost bay; the garage door that was ultimately installed appears to be steel. In 2011, there was an approval for a windowless roof extension above the westernmost bay; this appears to have been constructed with horizontal siding and includes vinyl windows despite the approved drawing showing neither of these elements. Additionally, at some point between 2016-2017, the wood shingles on the mansard marquee were replaced with metal and there does not appear to be a land use review approving this material change.

With regard to street classifications, both NW 21<sup>st</sup> and NW Glisan are Transit Access Streets, making them both “transit streets”. NW 21<sup>st</sup> is a Neighborhood Collector Street, Neighborhood Main Street, and Major City Walkway. NW Glisan is a Local Service Traffic Street, a City Bikeway and City Walkway.

The Alphabet Historic District is an area of Portland significant for its concentration of intact late 19<sup>th</sup> and early 20<sup>th</sup> Century, mostly middle class, housing stock and small-scale commercial buildings. Of special note are the many mid-sized apartment and institutional buildings. Many of these are in the various Period Revival styles, e.g. Tudor, Spanish Colonial, Byzantine, Jacobean, etc. and this is especially the case in the immediate vicinity of the proposed new development. The area is characterized by a grid of narrower, more tree-lined, east-west residential streets, named alphabetically after prominent Portlanders of the day, which are crossed by generally more robust north-south avenues. Two of these, NW 21<sup>st</sup> Avenue and NW 23<sup>rd</sup> Avenue are low-scale business corridors featuring a mix of purpose-built commercial structures and converted houses.

**Zoning:** The Commercial/Mixed Use 2 (CM2) zone is a medium-scale zone intended for sites in a variety of centers, along corridors, and in other mixed use areas that have frequent transit service. The zone allows a wide range and mix of commercial and residential uses, as well as employment uses that have limited off-site impacts. Buildings in this zone will generally be up to four stories tall unless height and floor area bonuses are used, or plan district provisions specify other height limits. Development is intended to be pedestrian-oriented, provide a strong relationship between buildings and sidewalks, and complement the scale of surrounding residentially zoned areas.

The Historic Resource Protection overlay is comprised of Historic and Conservation Districts, as well as Historic and Conservation Landmarks and protects certain historic resources in the region and preserves significant parts of the region’s heritage. The regulations implement Portland’s Comprehensive Plan policies that address historic preservation. These policies recognize the role historic resources have in promoting the education and enjoyment of those living in and visiting the region. The regulations foster pride among the region’s citizens in their city and its heritage. Historic preservation beautifies the city, promotes the city’s economic health, and helps to preserve and enhance the value of historic properties.

The Centers Main Street “m” overlay zone encourages a mix of commercial, residential and employment uses on the key main streets within town centers and neighborhood centers identified in the Comprehensive Plan. The regulations are intended to encourage a continuous area of shops and services, create a safe and pleasant pedestrian environment, minimize conflicts between vehicles and pedestrians, support hubs of community activity, and foster a dense, urban environment with development intensities that are supportive of transit.

The Northwest Plan District implements the Northwest District Plan, providing for an urban level of mixed-use development including commercial, office, housing, and employment.



Objectives of the plan district include strengthening the area's role as a commercial and residential center. The regulations of this chapter: promote housing and mixed-use development; address the area's parking scarcity while discouraging auto-oriented developments; enhance the pedestrian experience; encourage a mixed-use environment, with transit supportive levels of development and a concentration of commercial uses, along main streets and the streetcar alignment; and minimize conflicts between the mixed-uses of the plan district and the industrial uses of the adjacent Guild's Lake Industrial Sanctuary.

The Alphabet Historic District is an area of Portland significant for its concentration of intact late 19<sup>th</sup> and early 20<sup>th</sup> Century, mostly middle class, housing stock and small-scale commercial buildings. Of special note are the many mid-sized apartment and institutional buildings. Many of these are in the various Period Revival styles, e.g. Tudor, Spanish Colonial, Byzantine, Jacobean, etc. and this is especially the case in the immediate vicinity of the proposed new development. The area is characterized by a grid of narrower, more tree-lined, east-west residential streets, named alphabetically after prominent Portlanders of the day, which are crossed by generally more robust north-south avenues. Two of these, NW 21<sup>st</sup> Avenue and NW 23<sup>rd</sup> Avenue are low-scale business corridors featuring a mix of purpose-built commercial structures and converted houses.

**Land Use History:** City records indicate that prior land use reviews include:

- LU 11-179646 HDZ – Historic Design Review approval for a new raised rooftop extension at the west end of the building, reaching a total height of 20'-6".
- LU 09-136346 HDZ – Historic Design Review approval for a new wooden paneled roll-up garage door to replace two existing person doors.

**Agency Review:** A "Notice of proposal in Your Neighborhood" was mailed **January 4, 2022**.

The **Bureau of Parks-Forestry Division** responded with the following comment: "Urban Forestry does not recommend approval at this time. It appears that street trees required to be preserved as per UF EA Response EA 21-188301 may be impacted." Please see Exhibit E-1 for additional details.

The **Bureau of Transportation Engineering** responded with the following comment: "The applicant will be required to upgrade the corner ADA ramp to current standards as a condition of building permit approval. In addition, any damaged sidewalk sections must be repaired after construction of the apartment addition.

Given the narrow area for construction of the additional units, the sidewalks are likely to be damaged. Reconstruction of the frontages shall be a condition of building permit approval. Since the existing building is to remain and it is constructed to the street property line, no dedication will be required.

The existing driveway curb cut on NW Glisan must be removed unless it leads to a legal parking or loading space per Title 33 standards as interpreted by BDS planners. If BDS determined the curb cut leads to a legal parking/loading space that meets all the development standards in Title 33.266."

PBOT also noted that the NW 21<sup>st</sup> Avenue frontage will need to be reconstructed with a 4.5-6-1.5 configuration and the NW Glisan frontage will need to be reconstructed with a 4.5-6-1.5 configuration. Please see Exhibit E-2 for additional details.

The **Site Development Section of BDS** responded with the following comment: "The applicant must submit a geotechnical report with the building permit application. The geotechnical report must be prepared by an Oregon-registered professional engineer with experience in geotechnical engineering. The report must contain recommendations for site



preparation, seismic design, and foundation support. The report must also summarize the engineer's evaluation of liquefaction." Please see Exhibit E-3 for additional details.

The **Life Safety Division of BDS** responded with the following comments:

1. A separate Building Permit is required for the work proposed and the proposal must be designed to meet all applicable building codes and ordinances. OSSC 105.1.
2. A separate Mechanical Permit is required for the work proposed OSMC 106.1.
3. It is recommended the applicant request a Preliminary Life Safety Meeting to verify building code requirements. Information about the Preliminary Meeting process is available online at: <https://www.portland.gov/bds/early-assistance/life-safety-preliminary-meetings>.
4. Most occupancy groups and construction types require exterior walls less than 30 feet to a property line to have 1-hour fire-rated construction. Please verify required wall rating based on Table 602.
5. Exterior walls located less than or equal to 10 feet to a property line must be 1-hour fire-rated for exposure to fire from both sides.
6. Exterior walls located more than 10 feet to a property line must be 1-hour fire-rated for exposure to fire from the inside only. OSSC 602.1, 705.5.
7. Openings in exterior walls less than 3 feet to a property line are not allowed. Unprotected openings in exterior walls less than 5 feet to a property line are not allowed in an un-sprinklered building. OSSC 705.8.
8. Doors and windows shall not open or project into the public right-of-way. An approved appeal through PBOT is required for any doors or windows that project into the public right-of-way. OSSC 3202.2

Please see Exhibit E-4 for additional details.

The following Bureaus have responded with no issue or concerns:

- Bureau of Environmental Services
- Fire Bureau
- Water Bureau

*Staff notes the following:*

*On Urban Forestry comments: The applicant must provide a tree protection plan prior to approval demonstrating that the trees will be protected during construction.*

*On PBOT comments: The existing parking space was approved in 2009; however, it does not appear that the proposed parking space is an allowed space as 33.266.130.C.2.c requires that structured parking that does not allow exiting in a forward motion must be set back 18 feet from the street lot line. Therefore, the parking can remain as-is or the applicant can request a Modification to this standard.*

**Neighborhood Review:** A Notice of Proposal in Your Neighborhood was mailed on **January 4, 2022**.

One written response has been received from the Neighborhood Association in response to the proposal.

- Northwest District Association, represented by Steve Pinger, wrote on January 11, 2022, noting general support for the addition of upper floors at this important neighborhood intersection, and support for the arrangement of the bade sign and entry bay. They noted concerns with the building frontages at sidewalk level including canopy design, storefront window size and composition, number of street trees on Glisan, and need for enhanced pedestrian lighting. They also questioned the Mediterranean idiom, durability of synthetic finishes, and over-brightness of white finish.

*Staff note:* Staff shares some similar concerns and has addressed these in the findings below.



## **ZONING CODE APPROVAL CRITERIA**

### **Chapter 33.846.060 - Historic Resource Review**

#### **Purpose of Historic Resource Review**

Historic Resource Review ensures the conservation and enhancement of the special characteristics of historic resources.

#### **Historic Resource Review Approval Criteria**

Requests for Historic Resource Review will be approved if the review body finds the applicant has shown that all of the approval criteria have been met.

**Findings:** The site is located within the Alphabet Historic District and the proposal is for a non-exempt treatment. Therefore Historic Resource Review approval is required. The approval criteria are the *Community Design Guidelines* and the *Historic Alphabet District Community Design Guidelines Addendum*.

*Staff has considered all guidelines and addressed only those applicable to this proposal.*

### **Historic Alphabet District - Community Design Guidelines Addendum**

**1. Historic Changes.** Most properties change over time; those changes that have acquired historic significance will be preserved.

**Findings:** The existing building was constructed in 1940, at the end of the period of significance; however, it is designated a non-contributing resource due to multiple alterations over the decades. None of these alterations have acquired historic significance and the changes proposed will not affect their significance or lack thereof. *This guideline is met.*

**2. Differentiate New from Old.** New additions, exterior alterations, or related new construction will retain historic materials that characterize a property to the extent practicable. Replacement materials should be reasonable facsimiles of the historic materials they replace. The design of new construction will be compatible with the historic qualities of the district as identified in the Historic Context Statement.

**Findings:** The proposed design shows that original elements such as the pilasters with simple Art Deco decoration are to remain and will be carried upward in the new addition, though simpler in their design, thus differentiated from the original. While little of the original design remains, the elements that do remain inform the proposed design, thus lending to the compatibility of the proposed addition with the historic district. *This guideline is met.*

**3. Hierarchy of Compatibility.** Exterior alterations and additions will be designed to be compatible primarily with the original resource, secondarily with adjacent properties, and finally, if located within a historic or conservation district, with the rest of the District. Where practical, compatibility will be pursued on all three levels. New development will seek to incorporate design themes characteristic of similar buildings in the Historic Alphabet District.

**Findings:** In addition to carrying the pilasters into the addition, the proposed upper floors are to be clad in a 3-coat stucco system, which is compatible with the stucco at the ground floor. The applicant also proposes to remove the brick veneer which was added in 1973 and to repair this area with stucco. The half-story addition located at the west end of the building was constructed in 2012 and is clad in lap siding which



was not approved. In order to ensure compatibility and meet this guideline, this addition should be reclad in 3-coat stucco to match the new addition.

The Alphabet Historic District has a very rich collection of distinctive apartment building entries. The proposed entry is a single door next to another single door. This entry needs to be reconsidered through inspiration from the historic apartment building entries found throughout the district. Detail, materials, and symmetry are all considerations for the needed redesign.

The drawings also indicate that vinyl windows are proposed. Notably, the 2012 addition includes vinyl windows which were not approved through historic design review. Vinyl windows are not compatible with the historic district which predominantly features original wood or steel windows in the residential upper levels of buildings; in order to meet this guideline these windows must be revised to wood, aluminum-clad wood, or fiberglass; unlike vinyl, these materials are paintable, repairable, and better match the historic windows of neighboring buildings. Additionally, stucco buildings in the district are notable because of some restrained decoration, but mostly from the window detailing. Not only is the window material important to revise, but the detail of the surround of the windows needs to be considered. If not, the building facades will be too flat and incompatible.

***This guideline is not yet met. However, with revisions to the drawings noting that the 2012 addition will be clad with 3-coat stucco, that all upper-level windows (including those in the 2012 addition) will be one of either wood, aluminum-clad wood, or fiberglass, and that the design of the window surrounds will be considered and detailed, and a redesign of the main entry, this guideline could be met.***

### **Community Design Guidelines**

**P1. Plan Area Character.** Enhance the sense of place and identity by incorporating site and building design features that respond to the area's desired characteristics and traditions.

**Findings:** The Northwest District Plan identifies this property's area as a Streetcar Main Street and describes the desired characteristics and traditions as follows: "The Streetcar Era structures that define the character of the main streets, portions of which are located within the Alphabet Historic District, should be preserved or adaptively reused. New development should incorporate architectural features that characterize the district's main streets, such as large storefront windows, awnings and upper-story residences, and should continue the historic pattern of a continuous frontage of buildings and active uses located close to sidewalks. Large retail developments should be integrated into the main streets' fine-grain urban pattern and mix of uses through strategies such as including spaces suitable for small tenants along street frontages or by including upper-floor residences. Where appropriate, development should include outdoor space for dining and other activities that contribute to a vibrant urban environment. Disruptions to the continuity of the main street pedestrian environment by curb cuts, driveways, garage fronts and surface parking areas should be avoided."

The proposal meets this guideline by introducing upper-level residential units atop this one-story non-contributing resource. Additionally, the existing storefront windows along NW 21<sup>st</sup> Avenue will be maintained, though enlarging them further is encouraged and enlarging the glazed area along NW Glisan is especially encouraged, particularly at the proposed entry to the upper-level units. The proposal also includes a reduction of the roll-up door along Glisan which was just installed in 2009.



***This guideline is not yet met; however, with enlargement of the existing storefront windows (lower sill, higher header) this guideline could be met.***

**P2. Historic and Conservation Districts.** Enhance the identity of historic and conservation districts by incorporating site and building design features that reinforce the area's historic significance. Near historic and conservation districts, use such features to reinforce and complement the historic areas.

**Findings:** As is noted under Guideline #3 above, the proposal is achieving compatibility by proposing 3-coat stucco on the upper levels of the new addition and by carrying the existing pilasters up into the upper levels. The introduction of additional floors above this one-story non-contributing resource at this significant corner in the Alphabet Historic District strengthens the historic and dense commercial character of the district.

However, as is also noted under Guideline #3 above, the proposal, as currently designed, has the potential to weaken the historic district via the inclusion of vinyl windows at this highly visible intersection which is also identified as a Neighborhood Focal Point in the 2003 Northwest District Plan. Vinyl windows are not considered compatible with historic districts of this era in that unlike windows constructed of other materials, they cannot be painted and are often installed fin-mounted and flush with the exterior cladding material. While the window section detail on Exhibit C-9 shows the window to be slightly recessed, staff does not find that vinyl windows are appropriate on this building or at this location due to their inherent incompatibility. Conversely, wood is inherently compatible, and aluminum clad wood and fiberglass could also match the historic character found throughout the district. Not only is a window material change necessary, but the window surround detailing for the new windows must be considered. Additionally, as is also noted under Guideline #3 above, the 2012 addition is clad with horizontal siding which should be revised to 3-coat stucco in order to make the building more coherent.

***This guideline is not yet met. However, with revisions to the drawings noting that the 2012 addition will be clad with 3-coat stucco, that all upper-level windows (including those in the 2012 addition) will be one of either wood, aluminum-clad wood, or fiberglass, and the window surrounds are detailed appropriately this guideline could be met.***

**P3. Gateways.** Develop or strengthen the transitional role of gateways in adopted community and neighborhood plans.

**Findings:** While this intersection is identified in the Northwest District Plan as a Neighborhood Focal Point, it is not identified as a Gateway. *This guideline is not applicable.*

**E1. The Pedestrian Network.** Create an efficient, pleasant, and safe network of sidewalks and paths for pedestrians that link destination points and nearby residential areas while visually and physically buffering pedestrians from vehicle areas.

**Findings:** PBOT has indicated that the sidewalks will need to be reconstructed to meet current standards, including a new ADA ramp at the corner, but that no dedications will be required.



The applicant is proposing a new canopy to cover the areas currently protected by canopy and will introduce LED lighting to the underside of the canopy to illuminate the sidewalk at night.

The applicant is proposing landscaped area along the NW 21<sup>st</sup> Avenue frontage where the building is set back from the property line in order to meet a 15% landscaped area Code requirement. However, staff believes that this proposed landscaping is wholly incompatible with the urban landscape along this commercial corridor and that it interferes with the existing café seating which helps to activate the streetscape. Staff also notes that landscaping beneath a canopy would likely not survive and would instead become an area that collects refuse. As such, staff suggests that all required landscaping should be located at the courtyard or roof level and would propose that this be included as a condition of approval when the proposal is ready for approval.

***This guideline is not yet met; however, with a revision showing that all required landscaping be relocated to the courtyard or roof level and that no landscaping be shown along NW 21<sup>st</sup> Avenue, this guideline could be met.***

**E2. Stopping Places.** New large-scale projects should provide comfortable places along pedestrian circulation routes where people may stop, visit, meet, and rest.

**E3. The Sidewalk Level of Buildings.** Create a sense of enclosure and visual interest to buildings along sidewalks and pedestrian areas by incorporating small scale building features, creating effective gathering places, and differentiating street level facades.

**Findings:** As is noted in the findings immediately above, the existing condition offers café seating beneath a canopy along the NW 21<sup>st</sup> Avenue and NW Glisan Street frontages. The proposal includes a canopy with the same extents as currently exists, however, the current proposal shows that landscaping would occupy the recessed area of the NW 21<sup>st</sup> Avenue frontage, thus limiting space for seating. As is also noted above, landscaping beneath a canopy is unlikely to thrive and thus would instead become a place that collects refuse. As such, staff suggests that all required landscaping should be located at the courtyard or roof level and would propose that this be included as a condition of approval when the proposal is ready for approval.

***This guideline is not yet met; however, with a revision showing that all required landscaping be relocated to the courtyard or roof level and that no landscaping be shown along NW 21<sup>st</sup> Avenue, this guideline could be met.***

**E4. Corners that Build Active Intersections.** Create intersections that are active, unified, and have a clear identity through careful scaling detail and location of buildings, outdoor areas and entrances.

**Findings:** The proposal at the ground level shows that the east façade and the easternmost bay of the south façade will maintain the existing fenestration. Moving west, the next bay currently hosts a pair of glass doors which will be replaced with a new glass egress door and new glass residential entry door, both with glazed transoms. This proposal maintains the existing amount of glazing so as to not go further out of conformance with the standard which requires 60% of ground floor wall area be windows. Staff has encouraged the applicant to increase the amount of glazing within this bay to the greatest extent possible as the rest of the south façade is constrained by back-of-house uses along the interior.

The canopy, signage, and outdoor café seating help mark this corner which is a Neighborhood Focal Point. As is noted above, the proposal includes landscaping along the recessed area of the NW 21<sup>st</sup> Avenue frontage which would limit space for seating.



This landscaping is also inappropriate for this location along an urban commercial corridor and would likely be an area that collects refuse rather than thrive partly because it is located under a canopy. As such, staff suggests that all required landscaping should be located at the courtyard or roof level and would propose that this be included as a condition of approval when the proposal is ready for approval.

***This guideline is not yet met; however, with a revision showing that all required landscaping be relocated to the courtyard or roof level and that no landscaping be shown along NW 21<sup>st</sup> Avenue, and that the glazing within the entry is maximized, this guideline could be met.***

**E5. Light, Wind, and Rain.** Enhance the comfort of pedestrians by locating and designing buildings and outdoor areas to control the adverse effects of sun, shadow, glare, reflection, wind, and rain.

**Findings:** The proposal includes a canopy extending the length of the existing canopy. This canopy will help protect pedestrians from rain and sun. Staff notes that the Neighborhood Association expressed concern about the brightness of the stucco as represented in the rendering. A bright white stucco may result in some glare that could be toned down with a more neutral color. ***However, despite that consideration, staff finds that this guideline is met. Staff does encourage a Commission conversation about the color of what will be a prominent building at this important district intersection.***

**D1. Outdoor Areas.** When sites are not fully built on, place buildings to create sizable, usable outdoor areas. Design these areas to be accessible, pleasant, and safe. Connect outdoor areas to the circulation system used by pedestrians.

**D3. Landscape Features.** Enhance site and building design through appropriate placement, scale, and variety of landscape features.

**Findings for D1 & D3:** The building's footprint is already established at the property line on the south side and slightly recessed on the east. As is noted above, the proposal includes landscaping along the recessed area of the NW 21<sup>st</sup> Avenue frontage which would limit space for seating. This landscaping is also inappropriate for this location along an urban commercial corridor and would likely be an area that collects refuse rather than thrive partly because it is located under a canopy. As such, staff suggests that all required landscaping should be located at the courtyard or roof level and would propose that this be included as a condition of approval when the proposal is ready for approval.

***This guideline is not yet met; however, with a revision showing that all required landscaping be relocated to the courtyard or roof level and that no landscaping be shown along NW 21<sup>st</sup> Avenue, this guideline could be met.***

**D2. Main Entrances.** Make the main entrances to houses and buildings prominent, interesting, pedestrian-accessible, and transit-oriented.

**Findings:** The new main entry to the residential units is located one bay west of the easternmost bay on the south side and is paired with the restaurant egress door. The two doors are justified to the east of this bay due to the interior layout of the restaurant kitchen which is not proposed to be altered as part of this proposal. The applicant is proposing that the two doors be glazed with glazed transoms in order to not reduce the amount of ground floor glazing on this level and ensure transparency at these entries. The drawings also show that the entry will be marked by an extended vertical element that terminates in an arched window, a form carried over from the



small round decorative detail at the top of the existing pilasters. Staff has expressed concerns with the asymmetry of this strong geometrical form within this bay, particularly because the majority of historic precedents in the district have symmetrical entry designs. Staff has also suggested to the applicant that simplifying the extended entry expression by removing the arch would help minimize the asymmetrical aspect of the location. Another option could be to break the canopy so that the residential entry/restaurant egress has its own distinct canopy, disconnected from the one that continues around the corner, thus making the entrance more prominent at the ground level. The location of the restaurant kitchen constrains the possibilities for shifting or relocating this entry as well as the egress. With such a significant remodel, it should be possible for interior changes to happen that result in a successful exterior composition.

The main residential entry is pedestrian-accessible and transit-oriented; however, staff believes that improvements can be made with regard to its composition, material, prominence and level of interest. *Therefore, this guideline is not yet met.*

**D4. Parking Areas and Garages.** Integrate parking in a manner that is attractive and complementary to the site and its surroundings. Locate parking in a manner that minimizes negative impacts on the community and its pedestrians. Design parking garage exteriors to visually respect and integrate with adjacent buildings and environment.

**Findings:** The existing parking area will be reduced in width with a narrower garage door with person door adjacent to access the trash area. The proposed garage door is shown to be a solid roll-up steel door, similar to what exists on site today. While a wooden paneled garage door was approved for this site in 2009, staff does not believe that a wooden paneled garage door is necessarily appropriate here and that the steel door, painted the same as the surrounding façade, is relatively inconspicuous and not dissimilar from the rest of the facade.

The applicant is also showing two short-term bike parking spaces along the south façade, to be located in the ROW. Bicycle parking spaces are required to be on site, therefore these will need to be relocated to the east frontage where the building is recessed from the property line or the applicant can pay into the Bike Parking Fund.

***This guideline is not yet met, but with relocation of the bicycle parking spaces to the east frontage or payment in lieu into the Bike Parking Fund, this guideline could be met.***

**D5. Crime Prevention.** Use site design and building orientation to reduce the likelihood of crime through the design and placement of windows, entries, active ground level uses, and outdoor areas.

**Findings:** The proposal shows LED lighting at the underside of the canopy, thus providing illumination to this area of the building. The building also has plentiful windows at the upper floors as well as balconies that will offer “eyes on the street”. *This guideline is met.*

**D6. Architectural Integrity.** Respect the original character of buildings when making modifications that affect the exterior. Make additions compatible in scale, color, details, material proportion, and character with the existing building.

**Findings:** The existing noncontributing building will remain primarily intact with minor alterations to the existing façade. The new addition will be constructed directly on top of the existing, with the two additional floors resulting in a proportionally scaled



building for this 5,000sf footprint. The existing pilasters at the ground floor will be carried up into the upper floors with stucco detailing, though the new pilasters will be simpler and narrower than the existing wide fluted pilasters. The round detailing at the top of the existing pilasters is repeated at the top of the new pilasters with round light fixtures; staff has recommended to the applicant that these fixtures should be fashioned as down lights to highlight the architectural detailing (which could be further articulated) or removed altogether. The round detailing also reappears in the new addition in the metal balcony railings, the arched detail of the extended entry, the detailing around the blade sign, and the rounded corner of the canopy.

The proposed exterior material of the addition is to be 3-coat stucco, which is compatible with the concrete ground level stucco. The existing brick veneer which was installed in 1973 will be removed and replaced/repared with 3-coat stucco to match the original condition. In addition, while not noted in the drawings, the applicant has indicated that the western 2<sup>nd</sup> floor office “roof extension” which was clad in horizontal siding will be reclad with 3-coat stucco to match the overall composition.

***Provided the drawings are updated to show that the 2<sup>nd</sup> floor roof extension/office will be reclad with 3-coat stucco, this guideline is met.***

**D7. Blending into the Neighborhood.** Reduce the impact of new development on established neighborhoods by incorporating elements of nearby, quality buildings such as building details, massing, proportions, and materials.

**Findings:** The subject property is located at a designated Neighborhood Focal Point per the Northwest District Plan, and is therefore considered a highly visible corner in the neighborhood and in this historic district. Because of this level of visibility, ensuring the addition’s compatibility with the historic character of the district is paramount. The addition of residential units above the ground floor of this existing non-contributing resource is supported and has the potential to further strengthen the significance of this corner on the commercial corridor. The proposal for a 3-coat stucco clad addition is appropriate and compatible with the existing building and the district as a whole.

However, staff has significant concerns with the introduction of vinyl windows into the district and particularly at this very important intersection. Vinyl windows are not appropriate or compatible with a historic district of this era and there are no precedents of vinyl being approved in this district; therefore, the proposal to introduce vinyl windows here does not allow the building to blend into the neighborhood. The district has many buildings that feature their original wood or steel windows that are decades if not 100 years old. Other window materials are higher quality and longer lasting more akin to the historic character of the district; this is further discussed in the findings for #3 and P2 above. As is also noted above, the 2012 addition was constructed in violation of the approval and includes white vinyl windows, and these will be needed to be replaced with more compatible windows.

***This guideline is not yet met. However, provided all upper-level windows (including those in the 2012 addition) are revised to either wood, aluminum-clad wood, or fiberglass, and with a surround that is well-detailed this guideline could be met.***

**D8. Interest, Quality, and Composition.** All parts of a building should be interesting to view, of long lasting quality, and designed to form a cohesive composition.



**Findings:** Staff has identified concerns related to interest, quality, and composition in the findings above and they are reiterated and expanded upon here:

- The proposed vinyl windows (and existing unapproved vinyl windows) are not of sufficient quality or sufficiently appropriate with regard to forming a cohesive relationship with the district and must be revised to either wood, aluminum-clad wood, or fiberglass.
- The detailing of the windows surrounds needs additional consideration.
- The 3-coat stucco proposed for the new addition is appropriate but must be applied to the 2012 addition which is currently clad in horizontal siding.
- The proposed landscaping at the ground floor of NW 21<sup>st</sup> Avenue conflicts with the urban character of the district thus resulting in a sidewalk corridor condition that is not cohesive; this landscaping should be removed from the plans and relocated to the courtyard level or roof level.
- The proposed residential entry should be revised to include more glazed area. In addition, the entry should be marked by either a distinct canopy (broken from the other canopy) or a simplified manner of decoration above.
- The light fixtures at the top of the new pilasters should be downlights to highlight architectural features (which could be further articulated or they should be removed altogether), rather than functioning as illuminated rondels.
- The proposal did not include sufficient details for the proposed signage; therefore, staff suggests that either additional sign details be provided by a sign manufacturer or review of the proposed signs be postponed to a follow-up review. However, in anticipation of additional details being provided for this review, staff suggests the two “Silver Dollar Pizza” signs are rather large for the pedestrian realm and suggests that they be reduced in scale. The location of the signs on the building facades should also be studied. Additionally, staff has already conveyed to the applicant that the proposed illuminated cabinet aspect of the bade sign design is not appropriate for the district and has instead suggested illuminated letters pushed through a solid backer, or neon, or exposed individual bulbs.
- The proposal did not include sufficient detail of the pilasters, nor the horizontal stucco band distinguishing the first floor from the upper floors. All stucco detailing must be provided in drawing format.
- For any proposed lighting or signage, the drawings should show that conduit will not be exposed on the facades’ exterior.
- The northernmost windows on the east façade are too close to the building edge, thus making the northeast corner of the building appear weak; this window should be removed from the façade, or the façade’s composition reconsidered. The Life Safety section of BDS suggested a Preliminary Fire Life Safety meeting; Historic Resource Review staff also highly suggest this meeting happen prior to the next hearing so that issues like this can be raised and resolved before a final land use review approval is granted to avoid future land use reviews.
- Greater symmetry is required with the fenestration pattern, particularly at the east. Window patterns in each bay should be similar, even if it requires revisions to the interior floor plan. The window patterns on the building are currently weakest at its most visible façade and at the corner of the building.
- The balcony doors at the upper levels are shown to be sliding doors. These should be swinging doors to maintain compatibility with historic precedent; these will need to swing into the interior (at least on the south façade) as doors are not allowed to swing over the property line.
- Metal panel used for the parapet cap and architectural detailing should be of sufficient gauge to prevent oil-canning; staff suggests a gauge of 20 at a minimum.



- The material and details of the entry door system are not provided. Details provided should uphold the special and unique character many of the district's apartment buildings provide to the streetscape. Additionally, it should be clarified that the interior walls of the recess are also stucco.
- Lastly, because only two elevations have been provided; it must be clarified that all facades will be 3-coat stucco. Both elevations must be provided prior to final approval.

***This guideline is not yet met. However, with significant revisions to the drawings, as suggested in the bullets above, this guideline could be met.***

## **DEVELOPMENT STANDARDS**

Unless specifically required in the approval criteria listed above, this proposal does not have to meet the development standards in order to be approved during this review process. The plans submitted for a building or zoning permit must demonstrate that all development standards of Title 33 can be met, or have received an Adjustment or Modification via a land use review prior to the approval of a building or zoning permit.

## **CONCLUSIONS**

The purpose of the Historic Resource Review process is to ensure that additions, new construction, and exterior alterations to historic resources do not compromise their ability to convey historic significance. This proposal meets the applicable Historic Resource Review criteria and therefore does not warrant approval.

## **TENTATIVE STAFF RECOMMENDATION**

(May be revised upon receipt of new information at any time to the Historic Landmarks Commission decision)

Staff recommends denial of the proposal as currently presented due to the following concerns:

- Vinyl windows need to be revised to wood, aluminum-clad wood, or fiberglass;
- Detailing at window surrounds require additional consideration;
- 3-coat stucco needs to be clearly indicated to extend to 2012 addition;
- Landscaping on NW 21<sup>st</sup> needs to be relocated to courtyard or roof level;
- Entry area needs more glazing and different method of emphasis as well as a general redesign more in keeping with the historic district;
- Existing storefront should be enlarged (lower sill, higher header);
- Upper level light fixtures should be downlights (with additional articulation of the pilasters) or removed altogether;
- Additional details for all stucco articulation is required;
- Sign details should be postponed to later review with consideration that an illuminated cabinet is not approvable, the two other signs are too large for pedestrian realm , and all conduit must be internally routed through the building;
- Upper level windows, on east façade especially, need to be more symmetrical and pulled away from north edge of building;
- Balcony doors need to be swinging doors;
- Metal panel needs to be noted to be of sufficient gauge (20) to prevent oil-canning;
- Entry door material must be noted as well as interior recess walls;
- West and North elevations must be provided, and all elevations must be identified to be 3-part stucco;
- Relocation of bicycle parking to NW 21<sup>st</sup> or payment in lieu to the Bike Parking Fund;



- The applicant must provide a tree protection plan prior to approval demonstrating that the existing street trees will be protected during construction;
- The existing parking space must remain as-is or the applicant must request a Modification to this standard.

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**Procedural Information.** The application for this land use review was submitted on August 10, 2021, and was determined to be complete on December 8, 2021.

*Zoning Code Section 33.700.080* states that Land Use Review applications are reviewed under the regulations in effect at the time the application was submitted, provided that the application is complete at the time of submittal, or complete within 180 days. Therefore this application was reviewed against the Zoning Code in effect on August 10, 2021.

*ORS 227.178* states the City must issue a final decision on Land Use Review applications within 120-days of the application being deemed complete. The 120-day review period may be waived or extended at the request of the applicant. In this case, the applicant did not waive or extend the 120-day review period. Unless further extended by the applicant, **the 120 days will expire on: April 7, 2022.**

**Some of the information contained in this report was provided by the applicant.** As required by Section 33.800.060 of the Portland Zoning Code, the burden of proof is on the applicant to show that the approval criteria are met. The Bureau of Development Services has independently reviewed the information submitted by the applicant and has included this information only where the Bureau of Development Services has determined the information satisfactorily demonstrates compliance with the applicable approval criteria. This report is the recommendation of the Bureau of Development Services with input from other City and public agencies.

**This report is not a decision. The review body for this proposal is the Landmarks Commission who will make the decision on this case.** This report is a recommendation to the Landmarks Commission by the Bureau of Development Services. The review body may adopt, modify, or reject this recommendation. The Landmarks Commission will make a decision about this proposal at the hearing or will grant a continuance. Any new written testimony should be emailed to **Hillary Adam** at [Hillary.Adam@PortlandOregon.gov](mailto:Hillary.Adam@PortlandOregon.gov). If you cannot email comments and must mail comments via USPS mail, your comments to the Landmarks Commission can be mailed c/o the Landmarks Commission, 1900 SW Fourth Ave., Suite 5000, Portland, OR 97201.

**Please note regarding USPS mail:** If you choose to mail written testimony via USPS, due to the Covid-19 Emergency, USPS mail is only received a couple times a week, and testimony must be received before the close of the record. Therefore, please mail testimony well in advance of the hearing date.

If you are interested in viewing information in the file, please contact the planner listed on this decision. The planner can provide information over the phone or via email. Please note that due to COVID-19 and limited accessibility to files, only digital copies of material in the file are available for viewing. A digital copy of the Portland Zoning Code is available on the internet at <http://www.portlandoregon.gov/zoningcode>.

You will receive mailed notice of the decision if you write a letter received before the hearing or testify at the hearing, or if you are the property owner or applicant. This Staff Report will be posted on the Bureau of Development Services website. Look at [www.portlandonline.com](http://www.portlandonline.com). On



the left side of the page use the search box to find Development Services, then click on the Zoning/Land Use section, select Notices and Hearings. Land use review notices are listed by the District Coalition shown at the beginning of this document. You may review the file on this case at the Development Services Building at 1900 SW Fourth Ave., Suite 5000, Portland, OR 97201.

**Appeal of the decision.** The decision of the Historic Landmarks Commission may be appealed to City Council, who will hold a public hearing. If you or anyone else appeals the decision of the review body, only evidence previously presented to the review body will be considered by the City Council.

**Who can appeal:** You may appeal the decision only if you write a letter which is received before the close of the record for the hearing, if you testify at the hearing, or if you are the property owner/applicant. **Appeals must be filed within 14 days of the decision. An appeal fee of \$5,000.00 will be charged (one-half of the BDS LUS application fee for this case).**

Additional information on how to file and the deadline for filing an appeal will be included with the decision. Assistance in filing the appeal and information on fee waivers are available from the Bureau of Development Services website:

<https://www.portlandoregon.gov/bds/article/411635>. Neighborhood associations recognized by the Office of Neighborhood Involvement may qualify for a waiver of the appeal fee provided that the association has standing to appeal. The appeal must contain the signature of the Chair person or other person authorized by the association, confirming the vote to appeal was done in accordance with the organization's bylaws.

Neighborhood associations, who wish to qualify for a fee waiver, must complete the Type III Appeal Fee Waiver Request for Organizations Form and submit it prior to the appeal deadline. The Type III Appeal Fee Waiver Request for Organizations Form contains instructions on how to apply for a fee waiver, including the required vote to appeal.

**Recording the final decision.**

If this Land Use Review is approved the final decision will be recorded with the Multnomah County Recorder.

- *Unless appealed*, the final decision will be recorded after the day following the last day to appeal.

The applicant, builder, or a representative does not need to record the final decision with the Multnomah County Recorder.

For further information on your recording documents please call the Bureau of Development Services Land Use Services Division at 503-823-0625.

**Expiration of the approval.** An approval expires three years from the date the final decision is rendered unless a building permit has been issued, or the approved activity has begun.

Where a site has received approval for multiple developments, and a building permit is not issued for all of the approved development within three years of the date of the final decision, a new land use review will be required before a permit will be issued for the remaining development, subject to the Zoning Code in effect at that time.

Zone Change and Comprehensive Plan Map Amendment approvals do not expire.



**Applying for your permits.** A building permit, occupancy permit, or development permit must be obtained before carrying out this project. At the time they apply for a permit, permittees must demonstrate compliance with:

- All conditions imposed here.
- All applicable development standards, unless specifically exempted as part of this land use review.
- All requirements of the building code.
- All provisions of the Municipal Code of the City of Portland, and all other applicable ordinances, provisions and regulations of the city.

**The Bureau of Development Services is committed to providing equal access to information and hearings. Please notify us no less than five business days prior to the event if you need special accommodations. Call 503-823-7300 (TTY 503-823-6868).**

Hillary Adam  
January 14, 2022

**EXHIBITS – NOT ATTACHED UNLESS INDICATED**

- A. Applicant's Statement
- B. Zoning Map (attached)
- C. Plan & Drawings
  - 1. Site Plan (attached)
  - 2.
- D. Notification information:
  - 1. Request for response
  - 2. Posting letter sent to applicant
  - 3. Notice to be posted
  - 4. Applicant's statement certifying posting
  - 5. Mailed notice
  - 6. Mailing list
- E. Agency Responses:
  - 1. Bureau of Environmental Services
  - 2. Bureau of Transportation Engineering and Development Review
  - 3. Water Bureau
  - 4. Fire Bureau
  - 5. Bureau of Parks, Forestry Division
  - 6. Site Development Review Section of BDS
- F. Letters
  - 1. name, date of letter, content summary
  - 2. name, date of letter, content summary

Please contact the notice desk if you received a letter from anyone who is not on the original mail list.
- G. Other
  - 1. Original LUR Application
  - 2.
- H.





**City of Portland, Oregon**  
**Bureau of Development Services**  
**Land Use Services**  
FROM CONCEPT TO CONSTRUCTION

Dan Ryan, Commissioner  
Rebecca Esau, Director  
Phone: (503) 823-7300  
Fax: (503) 823-5630  
TTY: (503) 823-6868  
[www.portland.gov/bds](http://www.portland.gov/bds)

## Type III Land Use Review

# MEMORANDUM

**Date:** January 13, 2022  
**To:** Historic Landmarks Commission  
**From:** Hillary Adam, Design / Historic Review Team  
503-823-8953 | [hillary.adam@portlandoregon.gov](mailto:hillary.adam@portlandoregon.gov)  
**Re:** LU 21-076261 HR – Courtyard 21  
Type III Design Review– January 24, 2022

This memo is regarding the upcoming Type III hearing on January 24, 2022 for Courtyard 21. The following supporting documents are available as follows:

- Staff Report – (attached)
- Drawings – (attached). Note, Commissioners who requested hard copies will receive the drawing set via standard US mail.
- Guideline matrix and other documents – planner to note where (attached)

### I. PROGRAM OVERVIEW

This proposal adds 2 stores of apartments over an existing one-story, non-contributing restaurant in the Alphabet Historic District and the Northwest Plan District. The 5,000sf site, located at the northwest corner of the intersection of NW 21<sup>st</sup> and NW Glisan Street, has an existing 1940's structure constructed of cast in place concrete and a 2013 partial second story office addition to the west end of the building. These proposed new second and third levels will contain four apartments each, centered around an enclosed courtyard, with a new lobby/stair and recycling/trash room at the ground level.

### II. DEVELOPMENT TEAM BIO

<b>Architect</b>	Jack Lyon   Investment Builders, LLC
<b>Owner</b>	Brad Johnson   21Glisan, LLC
<b>Project Valuation</b>	\$ 1.592 million

### III. HISTORIC REVIEW APPROVAL CRITERIA –

- [Community Design Guidelines](#)
  - [Alphabet Historic District: Community Design Guidelines Addendum](#)
- See attached matrix.

### III. MODIFICATIONS



No Modifications have been requested.

#### **IV. STAFF RECOMMENDATION**

Staff found that the proposal does not yet meet the applicable Historic Resource Review criteria, therefore, the Staff Report recommends denial. From the SR conclusion:

“The purpose of the Historic Resource Review process is to ensure that additions, new construction, and exterior alterations to historic resources do not compromise their ability to convey historic significance. Staff has noted multiple deficiencies in the current proposal and included possible solutions to these deficiencies for Commission and applicant consideration. This proposal does not meet the applicable Historic Resource Review criteria and therefore does not warrant approval.”

The full list of identified issues and possible solutions is included here:

- Vinyl windows need to be revised to wood, aluminum-clad wood, or fiberglass;
- Detailing at window surrounds require additional consideration;
- 3-coat stucco needs to be clearly indicated to extend to 2012 addition;
- Landscaping on NW 21<sup>st</sup> needs to be relocated to courtyard or roof level;
- Entry area needs more glazing and different method of emphasis as well as a general redesign more in keeping with the historic district;
- Existing storefront should be enlarged (lower sill, higher header);
- Upper level light fixtures should be downlights (with additional articulation of the pilasters) or removed altogether;
- Additional details for all stucco articulation is required;
- Sign details should be postponed to later review with consideration that an illuminated cabinet is not approvable, the two other signs are too large for pedestrian realm, and all conduit must be internally routed through the building;
- Upper level windows, on east façade especially, need to be more symmetrical and pulled away from north edge of building;
- Balcony doors need to be swinging doors;
- Metal panel needs to be noted to be of sufficient gauge (20) to prevent oil-canning;
- Entry door material must be noted as well as interior recess walls;
- West and North elevations must be provided, and all elevations must be identified to be 3-part stucco;
- Relocation of bicycle parking to NW 21<sup>st</sup> or payment in lieu to the Bike Parking Fund;
- The applicant must provide a tree protection plan prior to approval demonstrating that the existing street trees will be protected during construction; and
- The existing parking space must remain as-is or the applicant must request a Modification to this standard.

#### **V. CONDITIONS OF APPROVAL**

No conditions of approval are included because the recommendation is for denial.

#### **VI. PROCEDURAL NOTES**

- The application was submitted on August 10, 2021 and deemed complete on December 8, 2021.

Attachments:                      Drawing Set dated December 20, 2021  
   Guidelines Matrix





**COMMUNITY DESIGN GUIDELINES (1998) + ALPHABET HD  
ADDENDUM**

**PROJECT NAME: Courtyard 21**

**CASE #: LU 21-076261 HR**

**January 24, 2022**

**ARCHITECT: Jack Lyon**

**PROJECT VALUE \$1.592 million**

MACRO	STAFF		COMMISSION	
	+ / -	Comments	+ / -	Comments
<b>3. Hierarchy of compatibility.</b> Exterior alterations and additions will be designed to be compatible primarily with the original resource, secondarily with adjacent properties, and finally, if located within a historic or conservation district, with the rest of the District. Where practical, compatibility will be pursued on all three levels. New development will seek to incorporate design themes characteristic of similar buildings in the Historic Alphabet District.	Not met.	See pages 6-7.		
<b>P1: Plan Area Character.</b> Enhance the sense of place and identity by incorporating site and building design features that respond to the area's desired characteristics and traditions.	Not met.	See pages 7-8.		
<b>P2: Historic and Conservation Districts.</b> Enhance the identity of historic and conservation districts by incorporating site and building design features that reinforce the area's historic significance. Near historic and conservation districts, use such features to reinforce and complement the historic areas.	Not met.	See page 8.		
<b>P3: Gateways.</b> Develop or strengthen the transitional role of gateways in adopted community and neighborhood plans.	N/A	Not applicable.		
<b>E4: Corners that Build Active Intersections.</b> Create intersections that are active, unified, and have a clear identity through careful scaling detail and location of buildings, outdoor areas and entrances.	Not met.	See pages 9-10.		
<b>D1: Outdoor Areas.</b> When sites are not fully built on, place buildings to create sizable, usable outdoor areas. Design these areas to be accessible, pleasant, and safe. Connect outdoor areas to the circulation system used by pedestrians;	Not met.	See page 10.		
<b>D6: Architectural Integrity.</b> Respect the original character of buildings when making modifications that affect the exterior. Make additions compatible in scale, color, details, material proportion, and character with the existing building.	Not met.	See pages 11-12.		
<b>D7: Blending into the Neighborhood.</b> Reduce the impact of new development on established neighborhoods by incorporating elements of nearby, quality buildings such as building details, massing, proportions, and materials.	Not met.	See page 12.		



MID	STAFF		COMMISSION	
	+ / -	Comments	+ / -	Comments
<b>1. Historic changes.</b> Most properties change over time; those changes that have acquired historic significance will be preserved.	Met.	See page 6.		
<b>2. Differentiate new from old.</b> New additions, exterior alterations, or related new construction will retain historic materials that characterize a property to the extent practicable. Replacement materials should be reasonable facsimiles of the historic materials they replace. The design of new construction will be compatible with the historic qualities of the district as identified in the Historic Context Statement.	Met.	See page 6.		
<b>E1: The Pedestrian Network.</b> Create an efficient, pleasant, and safe network of sidewalks and paths for pedestrians that links destination points and nearby residential areas while visually and physically buffering pedestrians from vehicle areas.	Not met.	See pages 8-9.		
<b>E2: Stopping Places.</b> New large scale projects should provide comfortable places along pedestrian circulation routes where people may stop, visit, meet, and rest.	Not met.	See page 9.		
<b>E3: The Sidewalk Level of Buildings.</b> Create a sense of enclosure and visual interest to buildings along sidewalks and pedestrian areas by incorporating small scale building features, creating effective gathering places, and differentiating street level facades.	Not met.	See page 9.		
<b>D2: Main Entrances.</b> Make the main entrances to houses and buildings prominent, interesting, pedestrian accessible, and transit-oriented.	Not met.	See pages 10-11.		
<b>D4: Parking Areas and Garages.</b> Integrate parking in a manner that is attractive and complementary to the site and its surroundings. Locate parking in a manner that minimizes negative impacts on the community and its pedestrians. Design parking garage exteriors to visually respect and integrate with adjacent buildings and environment.	Not met.	See page 11.		
<b>D5: Crime Prevention.</b> Use site design and building orientation to reduce the likelihood of crime through the design and placement of windows, entries, active ground level uses, and outdoor areas.	Met.	See page 11.		
<b>D8: Interest, Quality, and Composition.</b> All parts of a building should be interesting to view, of long lasting quality, and designed to form a cohesive composition.	Not Met.	See pages 13-14.		
MICRO	STAFF		COMMISSION	
	+ / -	Comments	+ / -	Comments
<b>E5: Light, Wind, and Rain.</b> Enhance the comfort of pedestrians by locating and designing buildings and outdoor areas to control the adverse effects of sun, shadow, glare, reflection, wind, and rain.	Met.	See page 10 for additional comments.		
<b>D3: Landscape Features.</b> Enhance site and building design through appropriate placement, scale, and variety of landscape features.	Not met.	See page 10.		





City of Portland  
**Historic Landmarks  
Commission**

## Type III Land Use Review

LU 21-076261 HR

### **Courtyard 21 (501 NW 21<sup>st</sup>)**

January 24, 2022

Staff Presentation



## **Context**

Location

Zoning

Approval Criteria

Context

Program Overview

Project History

## **Applicant Presentation**

## **Approvability Items**

Macro

Mid

## **Staff Recommendation**

Next Steps



# Context

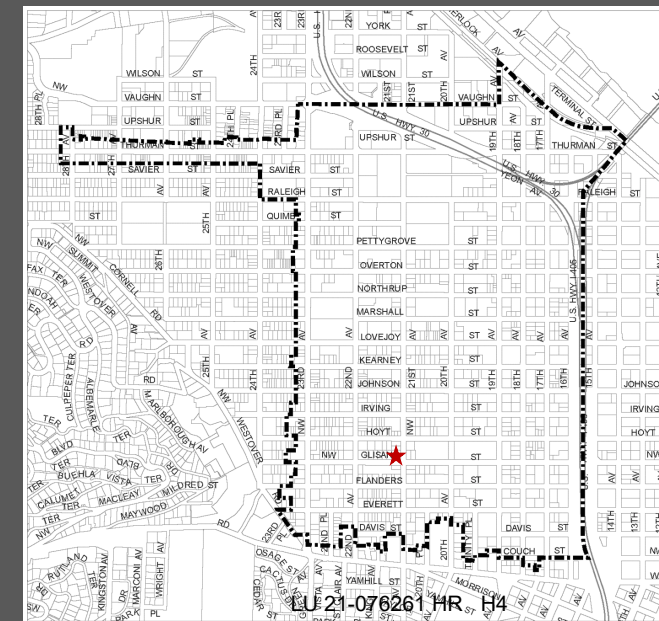
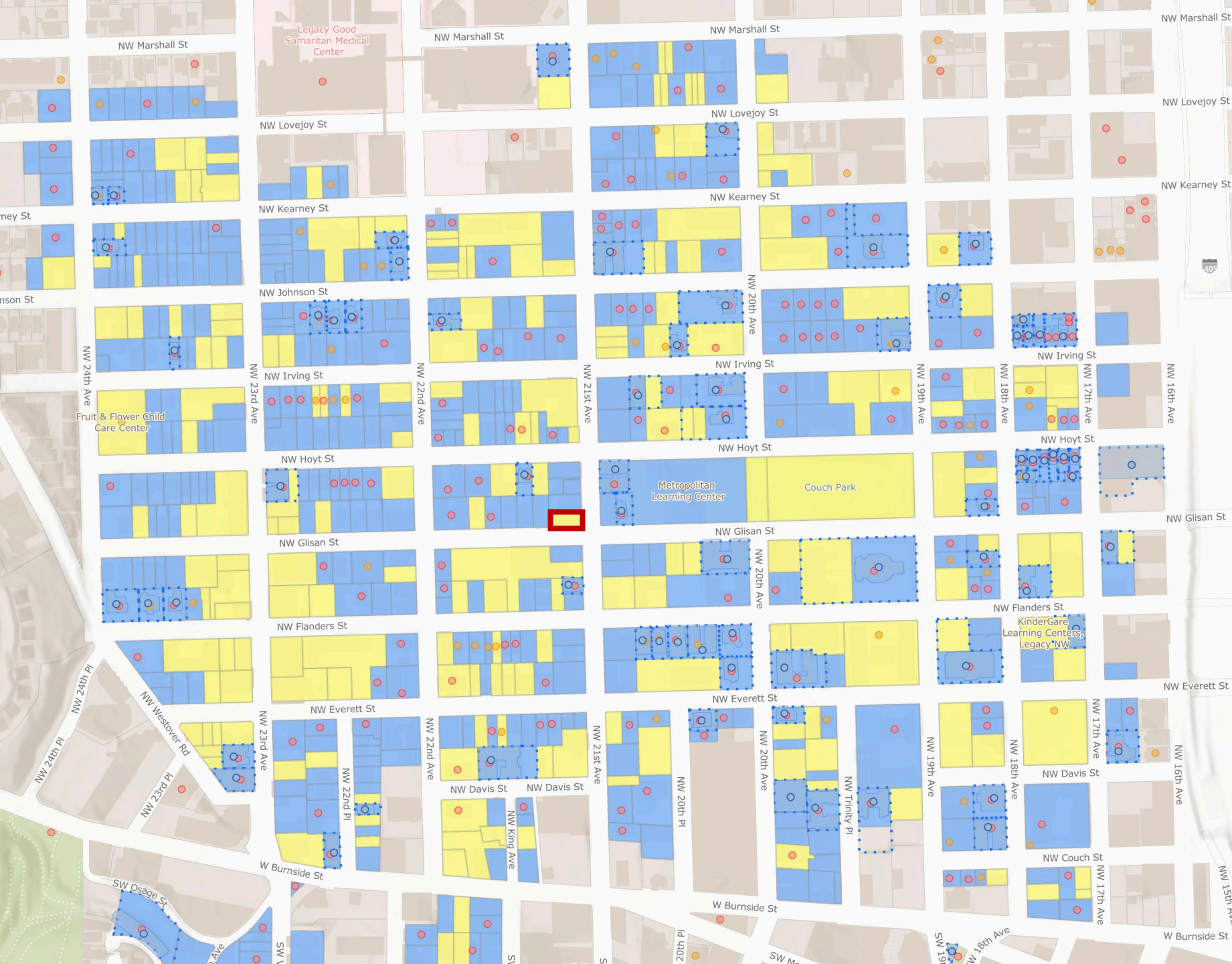
LU 21-076261 HR H4



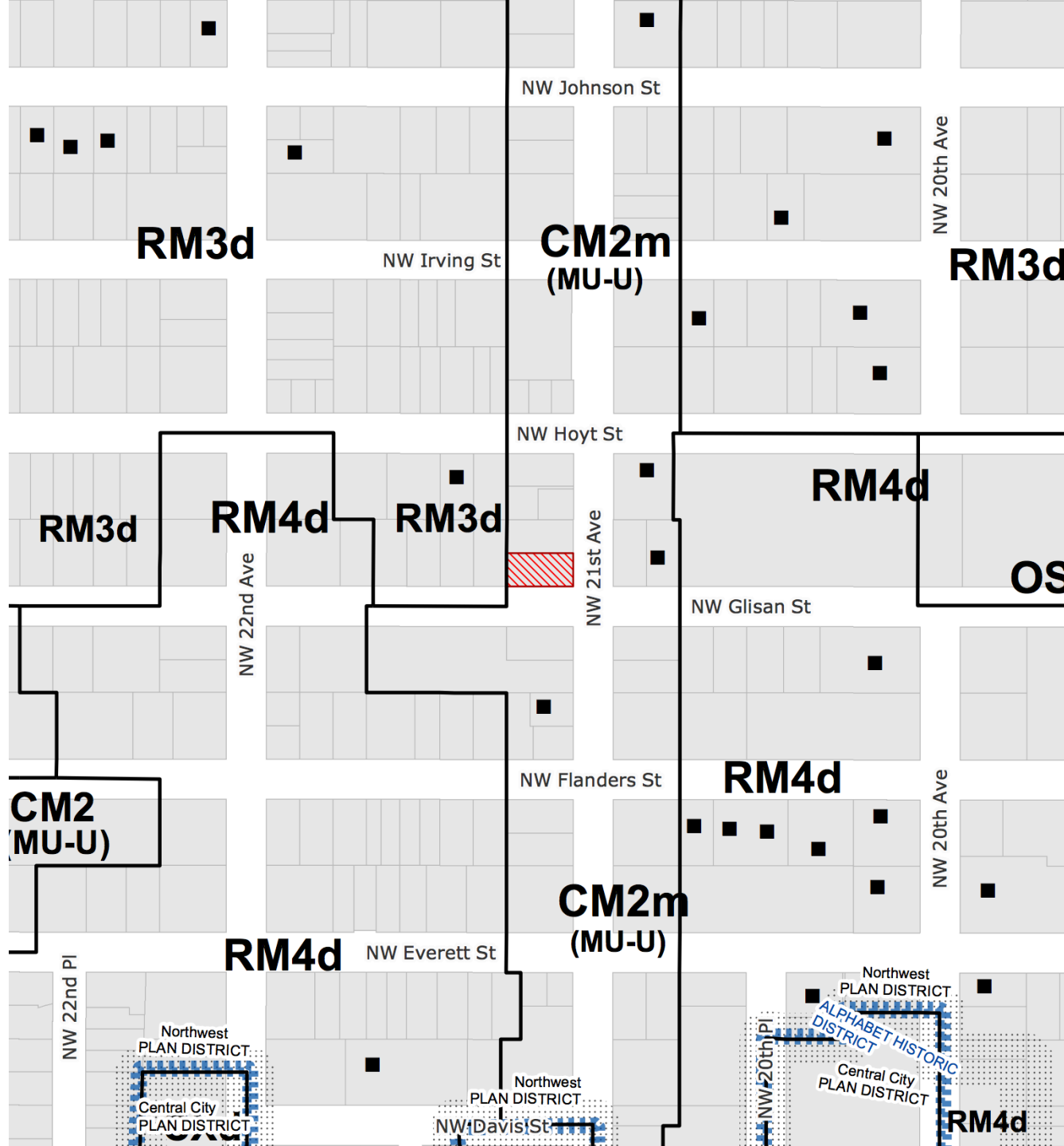
# Location

Northwest Plan District

Alphabet Historic District







# Zoning

## Base Zone:

CM2, Mixed Use Commercial 2

## Overlay:

Historic Resource Protection  
"m" – Centers Main Streets

## Floor Area Ratio:

2.5:1 base, 4:1 bonus with  
inclusionary housing  
2.48:1 proposed

## Height:

45' max  
39'-6" proposed



# Approval Criteria

Historic Alphabet District  
Addendum

Community Design  
Guidelines

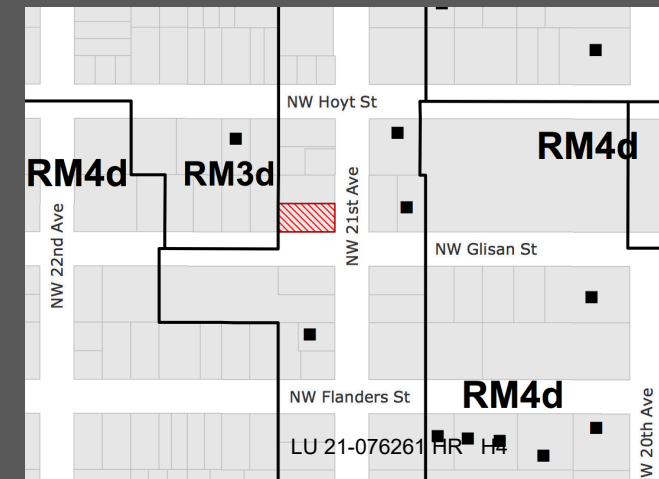






# Context

- Intersection of NW 21<sup>st</sup> & Glisan
- Glisan and 21<sup>st</sup> are Transit Access Streets
- NW 21<sup>st</sup> is one of two commercial spines in the district
- NW 23<sup>rd</sup> two blocks west
- W Burnside five blocks south





# Context

- Intersection of NW 21<sup>st</sup> & Glisan, looking N
- Non-contributing 1940 1-story retail at subject site
- Contributing 1929 1-story retail across NW 21<sup>st</sup>
- Taller contributing buildings to the northeast





# Context

- Intersection of NW 21<sup>st</sup> & Glisan, looking W
- Contributing 1927 1-story retail on left
- Non-contributing 1940 1-story retail at subject site
- Taller contributing buildings to the west





# Context

- Intersection of NW 21<sup>st</sup> & Glisan, looking S
- Contributing 1912 1-story retail on left
- Contributing 1927 1-story retail on right
- Taller contributing buildings to the south





# Context

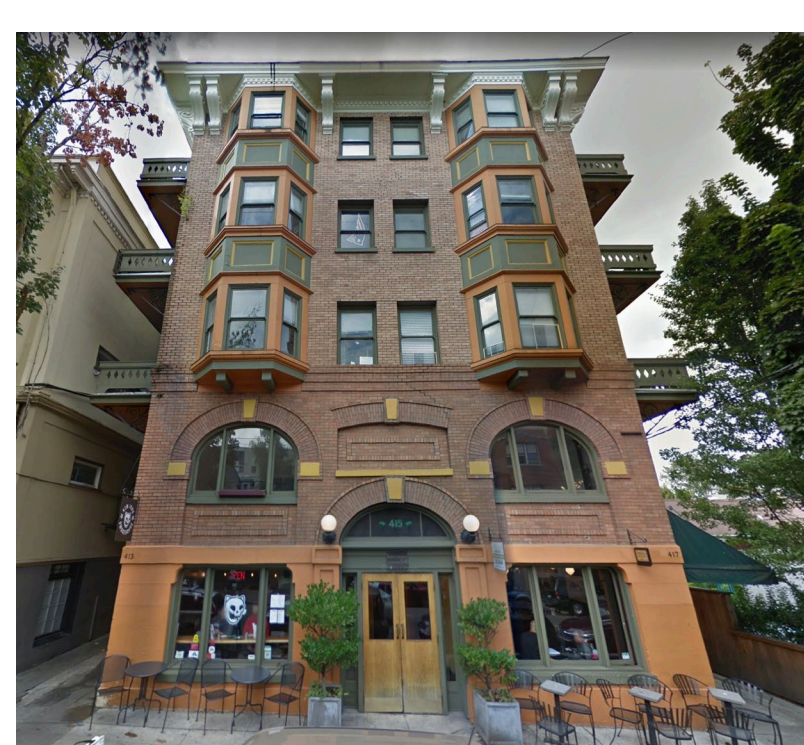
- Intersection of NW 21<sup>st</sup> & Glisan, looking E
- Contributing 1929 1-story retail on left
- Contributing 1912 1-story retail on right
- Taller contributing buildings to the east





# Context

- Contributing resources in the district designed with apartments over retail







# Context

- Newer buildings in the district that utilize stucco



# Program Overview

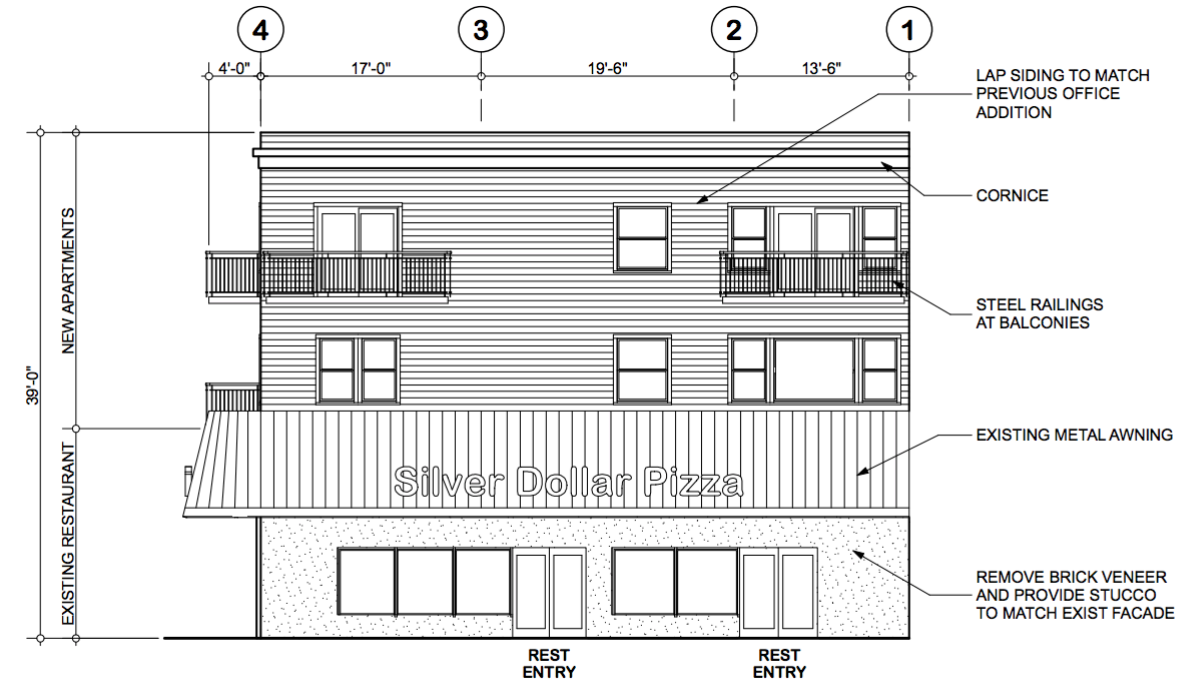
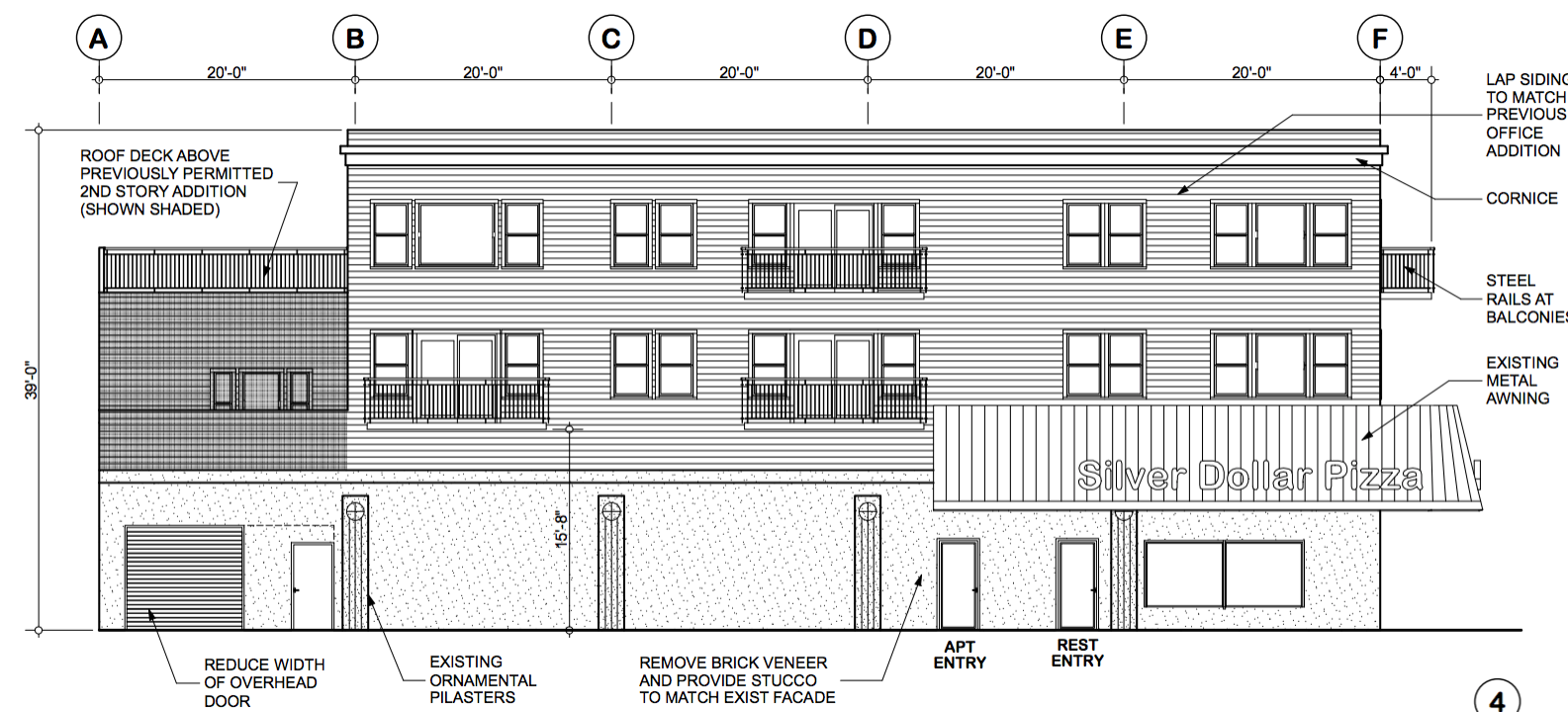
- Existing ground floor retail to remain
- 8 new 1- and 2-bedroom residential units added above units
- New residential entry shared with retail egress





# Project History

- Pre-App 10/8/20
- No DAR





# Applicant Presentation

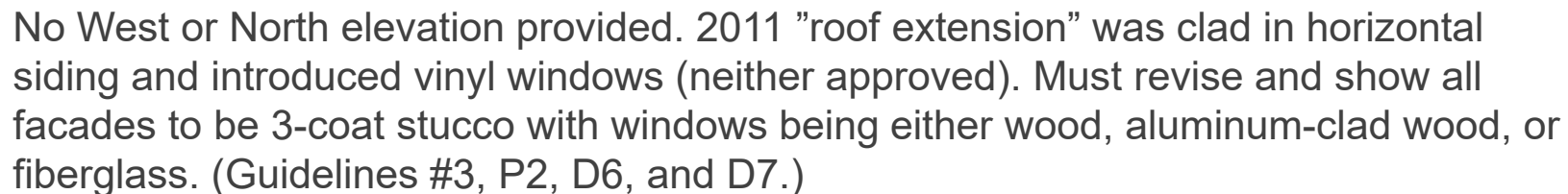


# Discussion Topics

LU 21-076261 HR H4



## 4. Landscaping



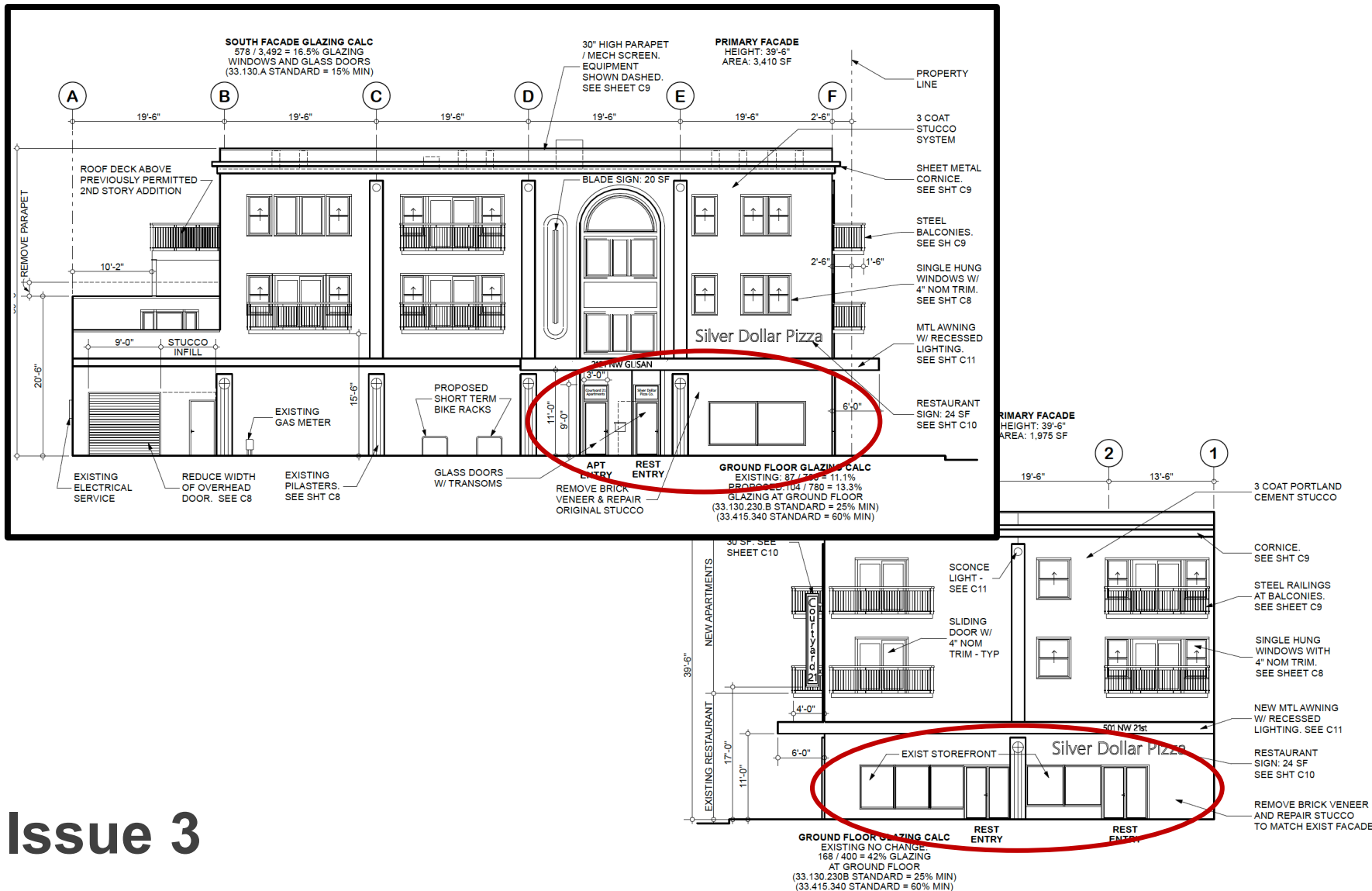


# Macro

1. Coherency (Stucco)
2. Vinyl Windows
3. Storefront/Entry Glazing
4. Landscaping

## Issue 3

A new building would be required to have 60% at the ground floor. The existing building lacks windows along the south where the kitchen is located. Staff has encouraged expansion of the glazing at the residential entry and at the existing storefront to increase the amount of glazing at the ground level. (Guidelines P1 and E4.)



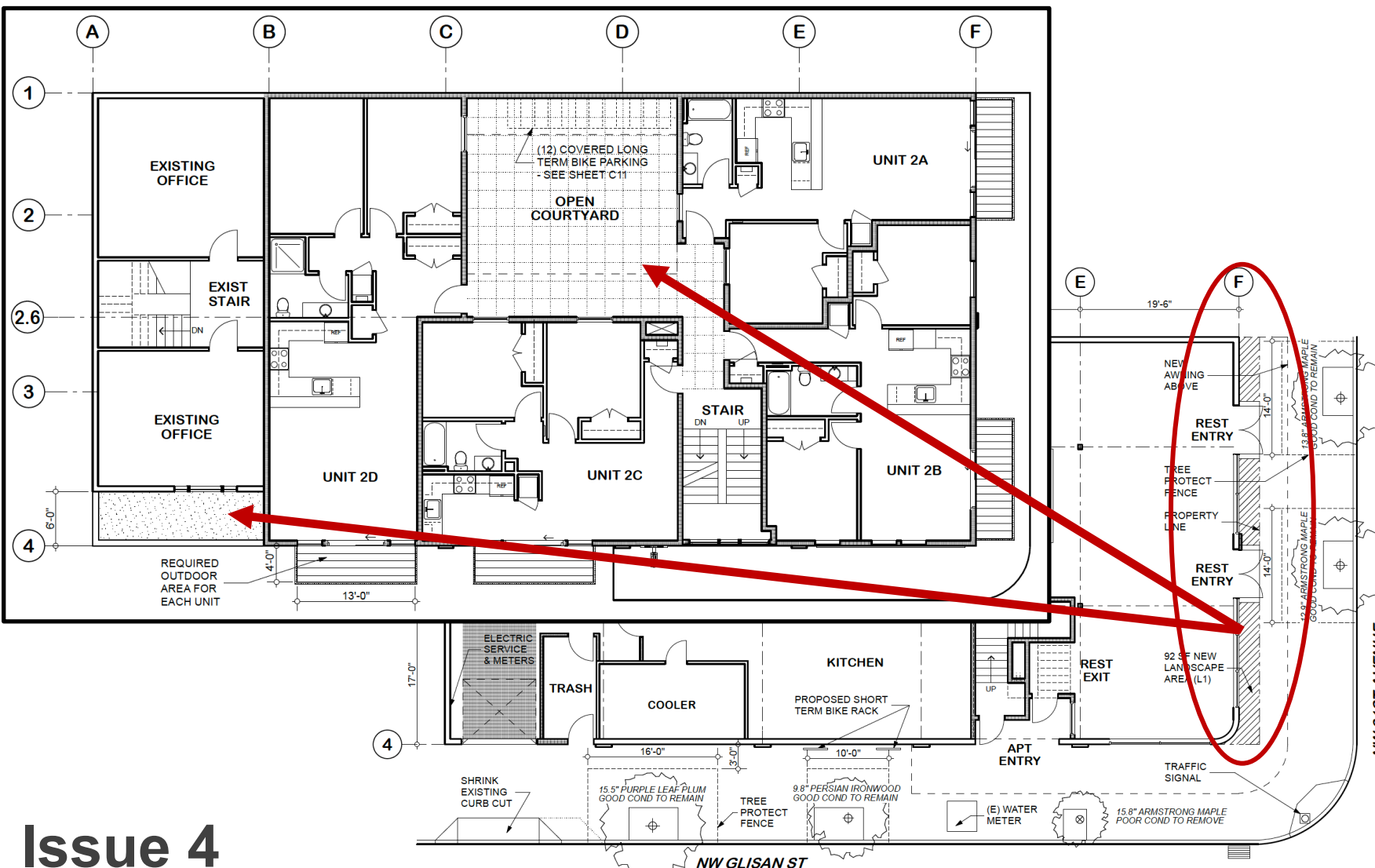


# Macro

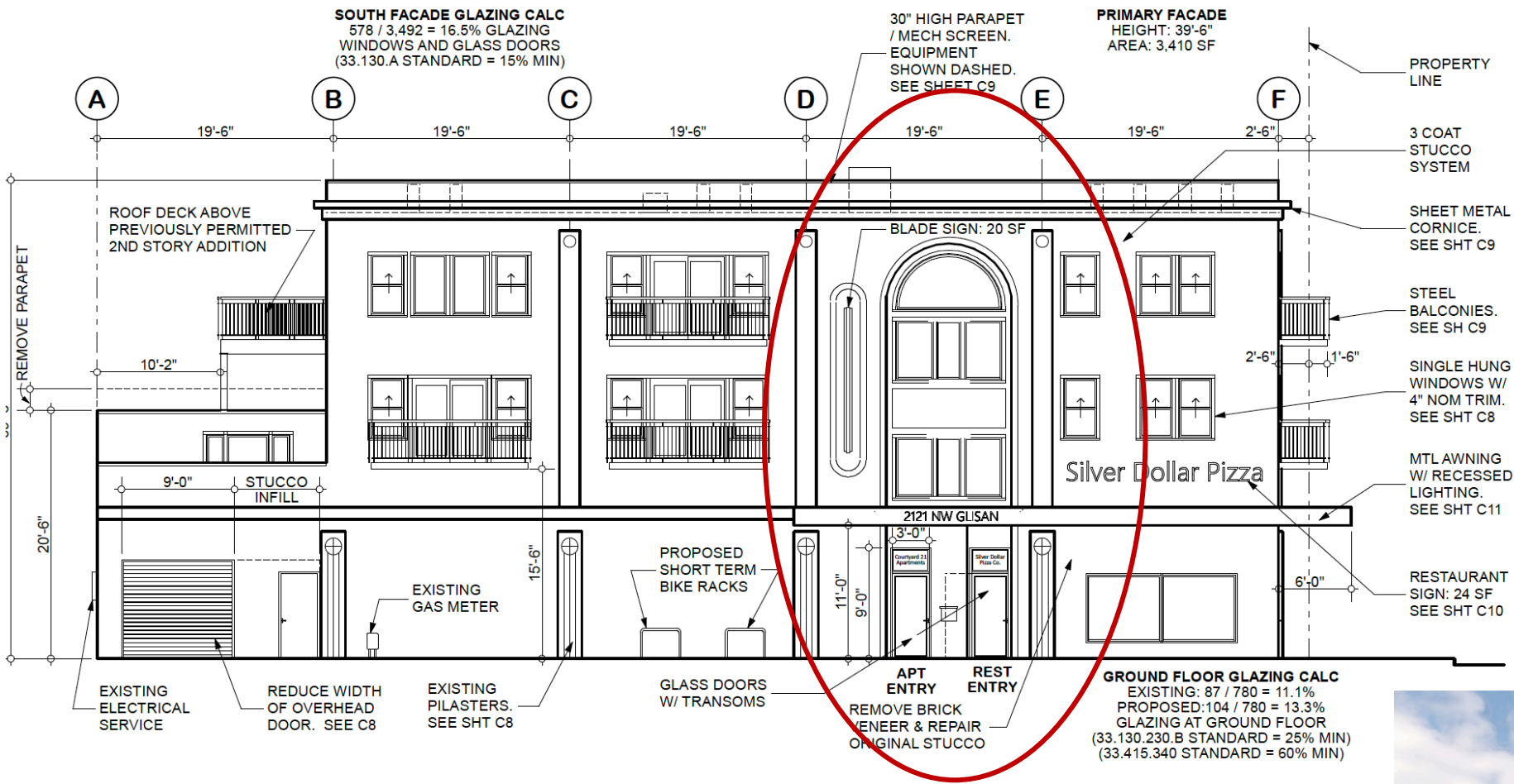
1. Coherency (Stucco)
2. Vinyl Windows
3. Storefront/Entry Glazing
4. Landscaping

## Issue 4

Landscaping at the storefront level, and beneath a canopy is just not appropriate for this urban environment. While the building can cover 100% of the site, 15% of the site must be landscaped; this can be above grade. Landscaping must be provided but it should not be adjacent to the sidewalk. (Guidelines E4, D1, and D3).







Mid

5. Main Entrance

6. Parking (Vehicle and Bike)

7. Interest, Quality, and Composition

## Issue 5

Staff noted that the main entry requires more refinement with regard to organization and detailing. Suggestions included eliminating arched form, adding glazing, breaking the canopy. (Guideline D2).





# Mid

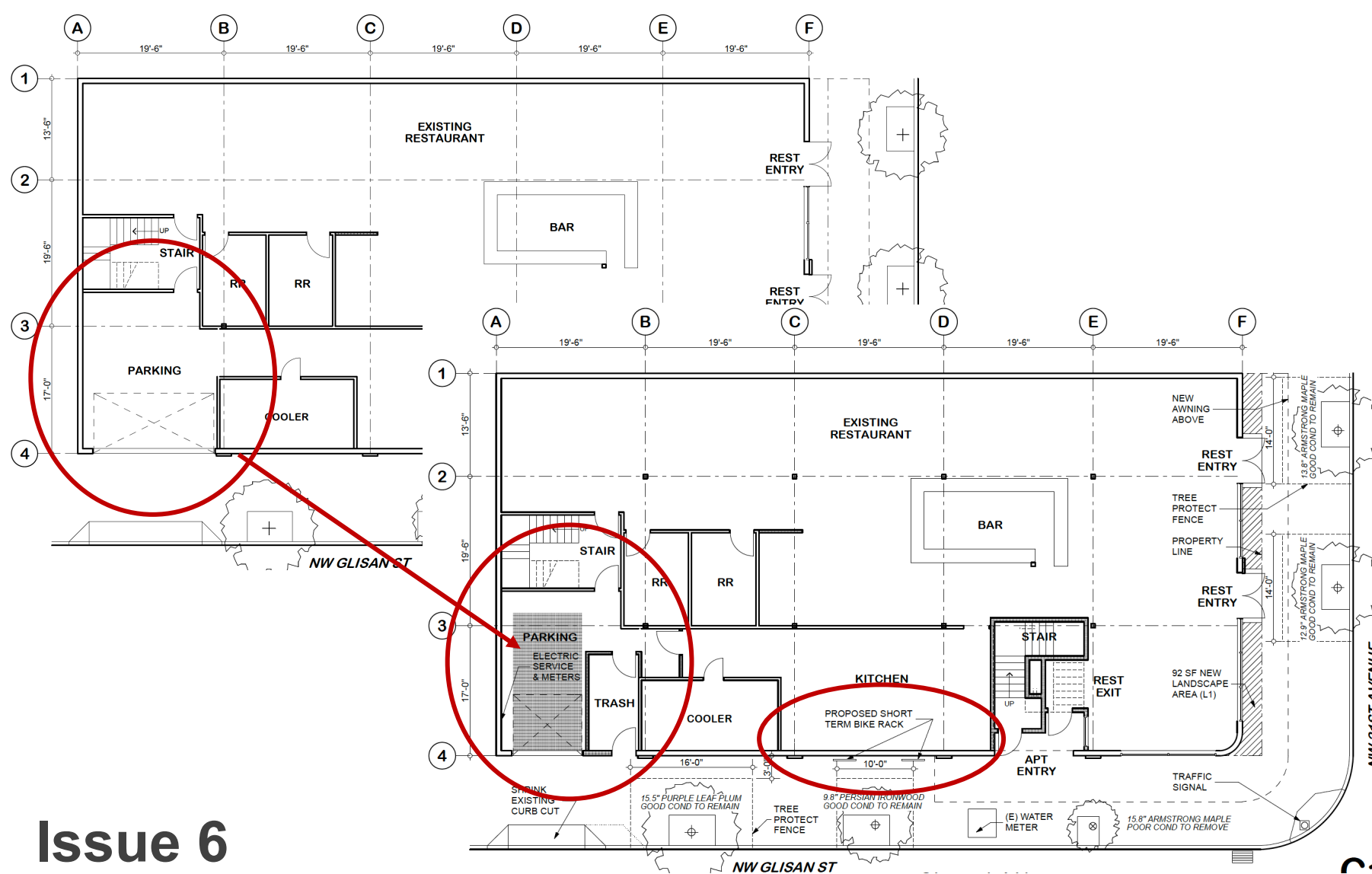
5. Main Entrance

6. Parking (Vehicle and Bike)

7. Interest, Quality, and Composition

## Issue 6

The changes to the vehicle parking space are not allowed without a Modification to forward motion requirement. All required short-term bike parking must be located on-site or in lieu payment can be made to the Bike Fund (Guideline D4).



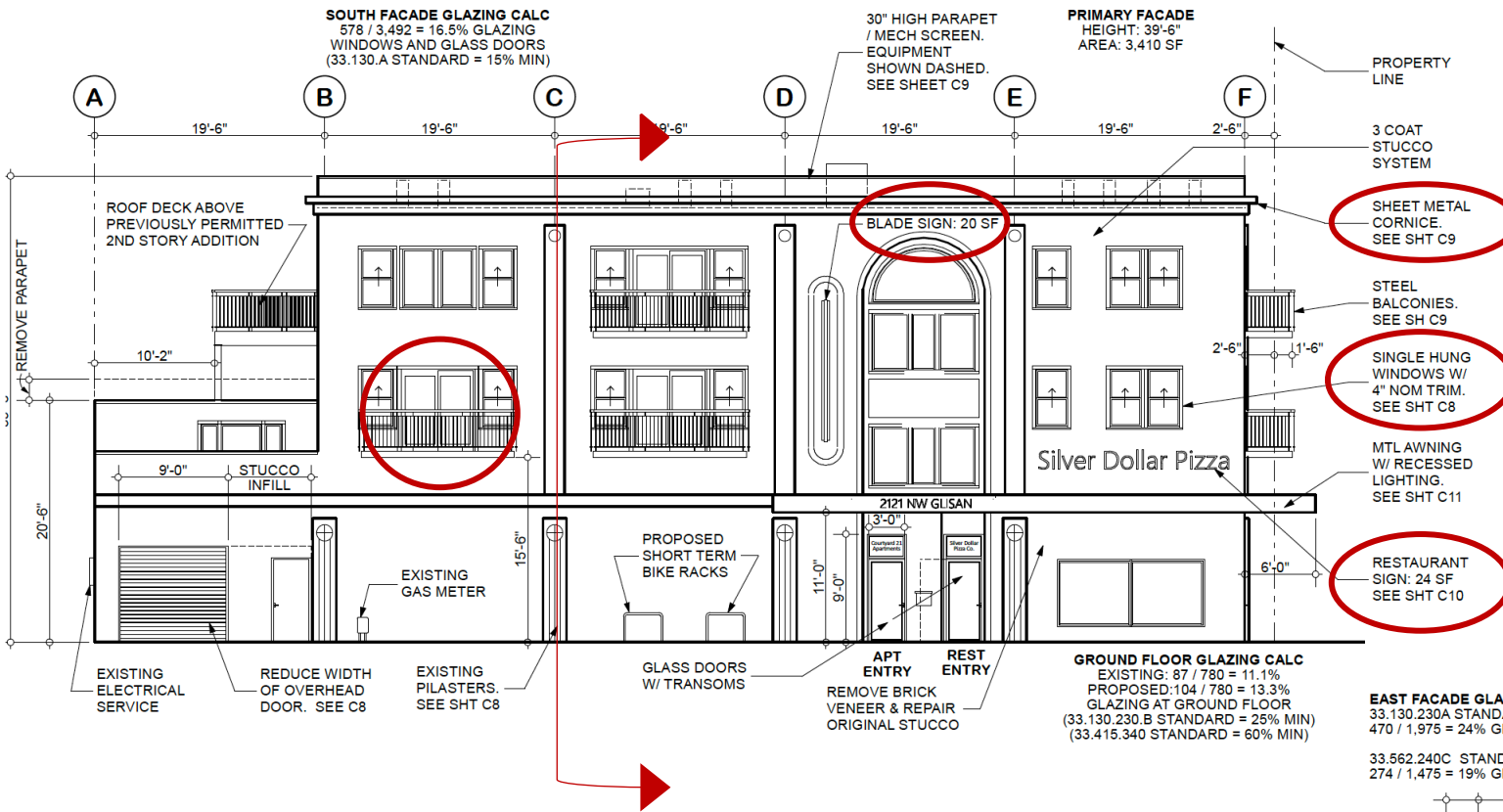


# Mid

5. Main Entrance

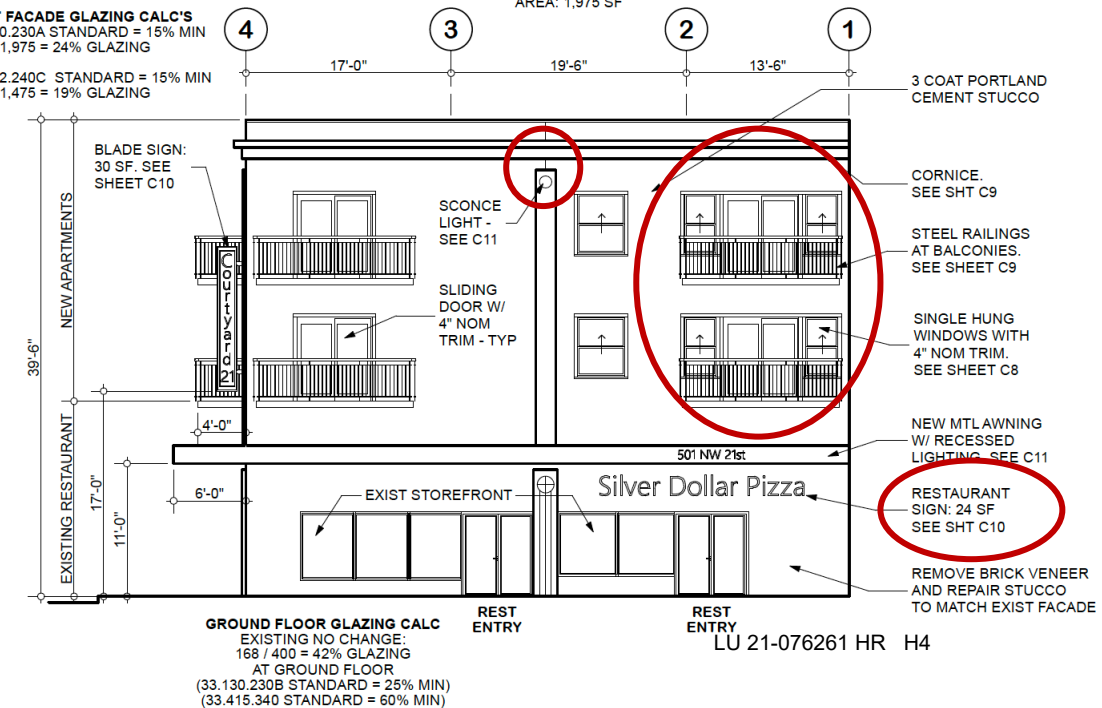
6. Parking (Vehicle and Bike)

7. Interest, Quality, and Composition



**EAST FACADE GLAZING CALC'S**  
 33.130.230A STANDARD = 15% MIN  
 470 / 1,975 = 24% GLAZING

33.562.240C STANDARD = 15% MIN  
 274 / 1,475 = 19% GLAZING



## Issue 7

A number of quality and design issues were noted in the findings (some already noted), (Guideline D8).



# Staff Recommendations



### **Staff recommends denial.**

In addition to issues noted above and listed in the findings of the staff report, a tree protection plan must be provided prior to approval and Modifications must be requested for standards that cannot be met resulting from the desired changes.



## Options

1. Accept staff report and Deny the proposal;
2. Accept the staff report and request the applicant return with revisions;
3. Reject the staff report and request staff return with a revised report of approval.



# Questions

LU 21-076261 HR H4



PROJECT TEAM

Building Owner	21 Glisan, LLC - Brad Johnston 11640 SW Jody Street, Beaverton, OR 97005
Tenant	Silver Dollar Pizza - Sam McBale 501 NW 21st, Portland OR 97210
Contractor	Investment Builders - William Bannister 3411 NE 65th, Vancouver WA 98661
Architect / Applicant	Jack Lyon (503) 805-1818 3411 NE 65th, Vancouver WA 98661
Civil Engineer	Welkin Engineering - Ed Christiansen 25260 SW Parkway, Ste G, Wilsonville, OR 97070
Structural Engineer	Lyver Engineering - Troy Lyver 7950 SE 106th Ave, Portland, OR 97266

ZONING SUMMARY

Zone	CM2
Neighborhood Contact	Not Required < 10,000 sf
Relevant Allowed Uses	Retail, Residential
Parking Requirement	None < 30 units
Height Limit	45'
Maximum FAR	2.5:1 - see Calc this sheet
Site Area	5,000 sf
Maximum Allowable Area	12,500 sf
Current Building Area	5,780 sf
TOTAL Building Area	12,404 sf
Minimum Density	3.4 units
Abutting Zoning	North: CM2, West: RM3
Minimum Setbacks	North: 0', West: 10'
Maximum Lot Coverage	100% - Inner Pattern Area
Landscape Percentage	2.5% (97.5% Site Coverage)
Outdoor Area	36 sf / unit
Facade Articulation	Required
Window Standards	Required

DRAWING INDEX

C0	COVER SHEET
C1	SITE PLAN, FIRST FLOOR PLAN
C2	SECOND FLOOR PLAN
C3	THIRD FLOOR PLAN
C4	ROOF PLAN
C5	EAST ELEVATION
C6	SOUTH ELEVATION
C7	SITE UTILITY PLAN
APP.1	RENDERING
APP.2	SIGHTLINE STUDY
APP.3	CONTEXT PLAN
APP.4	NEIGHBORHOOD PHOTOS
APP.5	NEIGHBORHOOD PHOTOS
APP.6	EXISTING FLOOR PLAN
APP.7	EXISTING ELEVATIONS

FAR CALCULATION

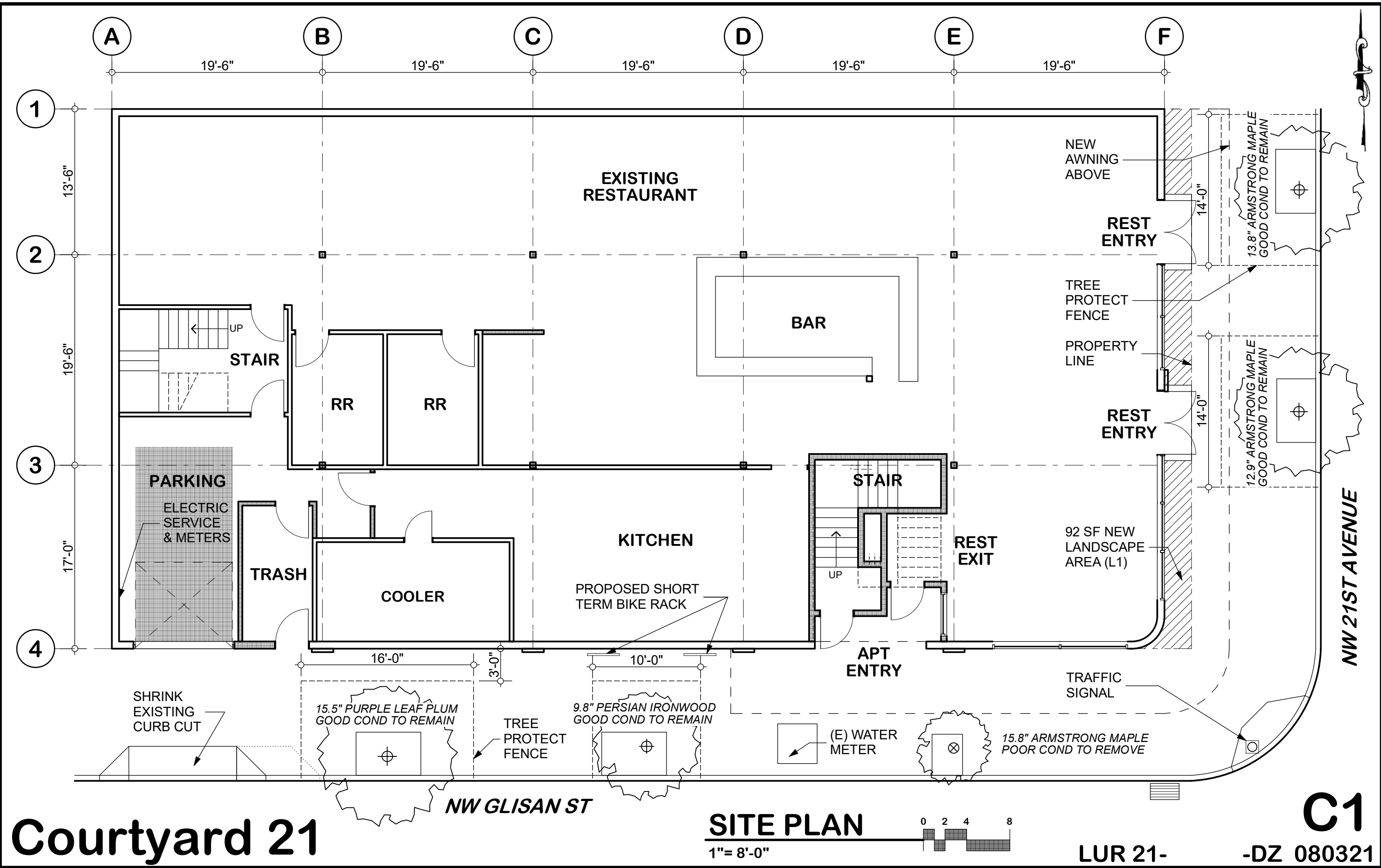
FIRST FLOOR - EXISTING	4,875
SECOND FLOOR - EXISTING	905
SECOND FLOOR - NEW	3,312
THIRD FLOOR - NEW	3,312
TOTAL	12,404



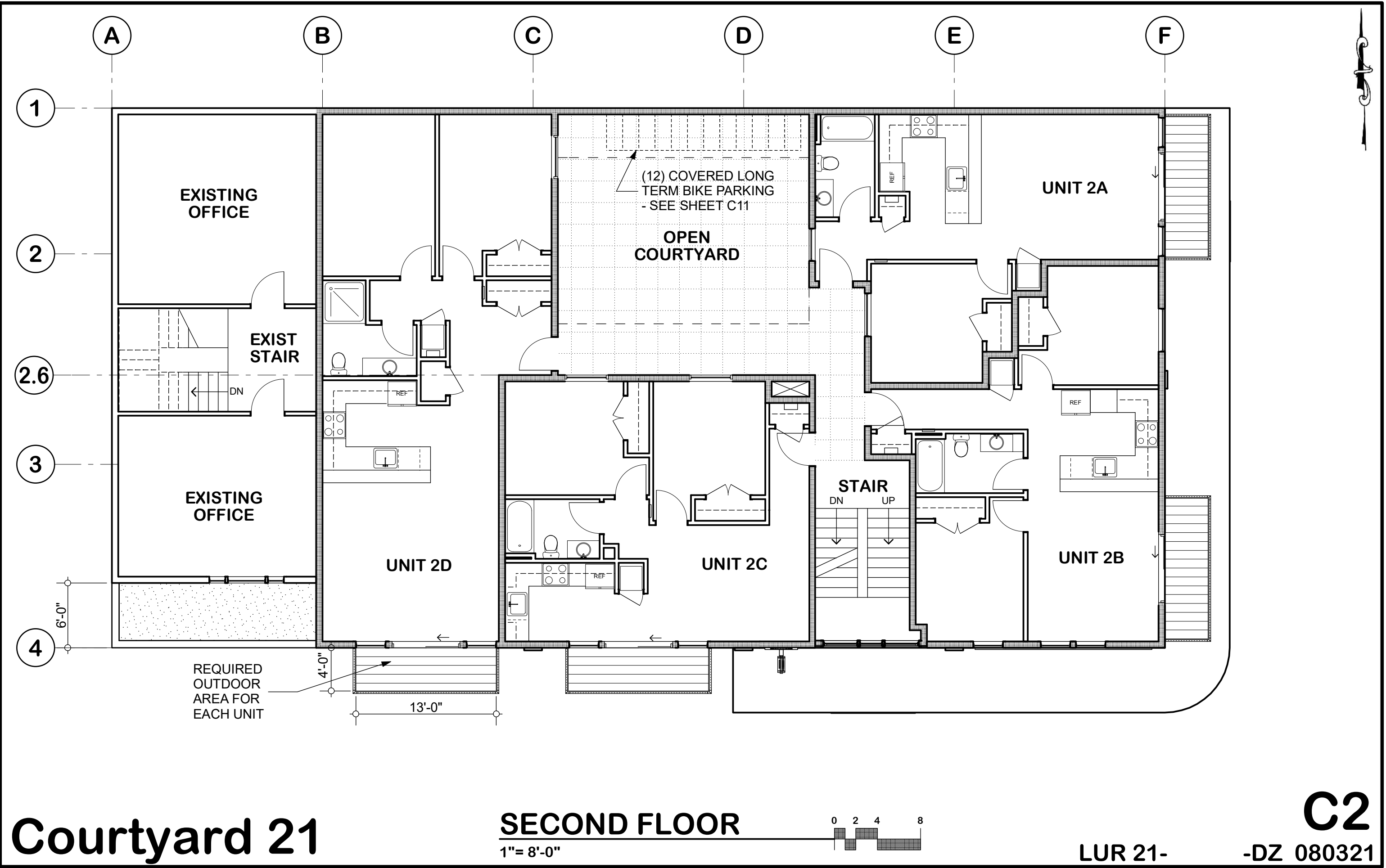
Courtyard 21

C0  
LUR 21- -DZ 080321

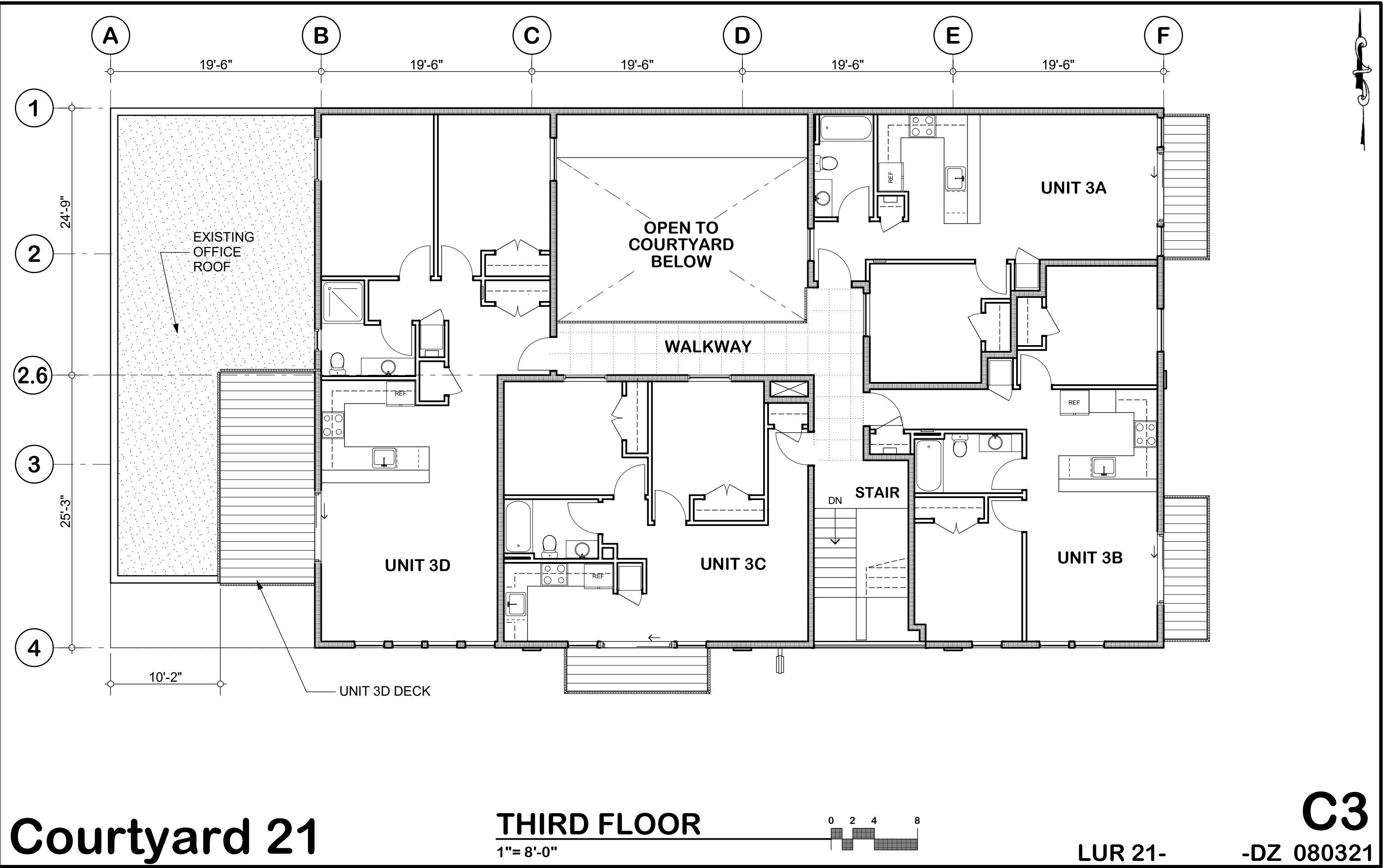






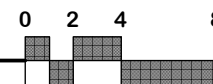






Courtyard 21

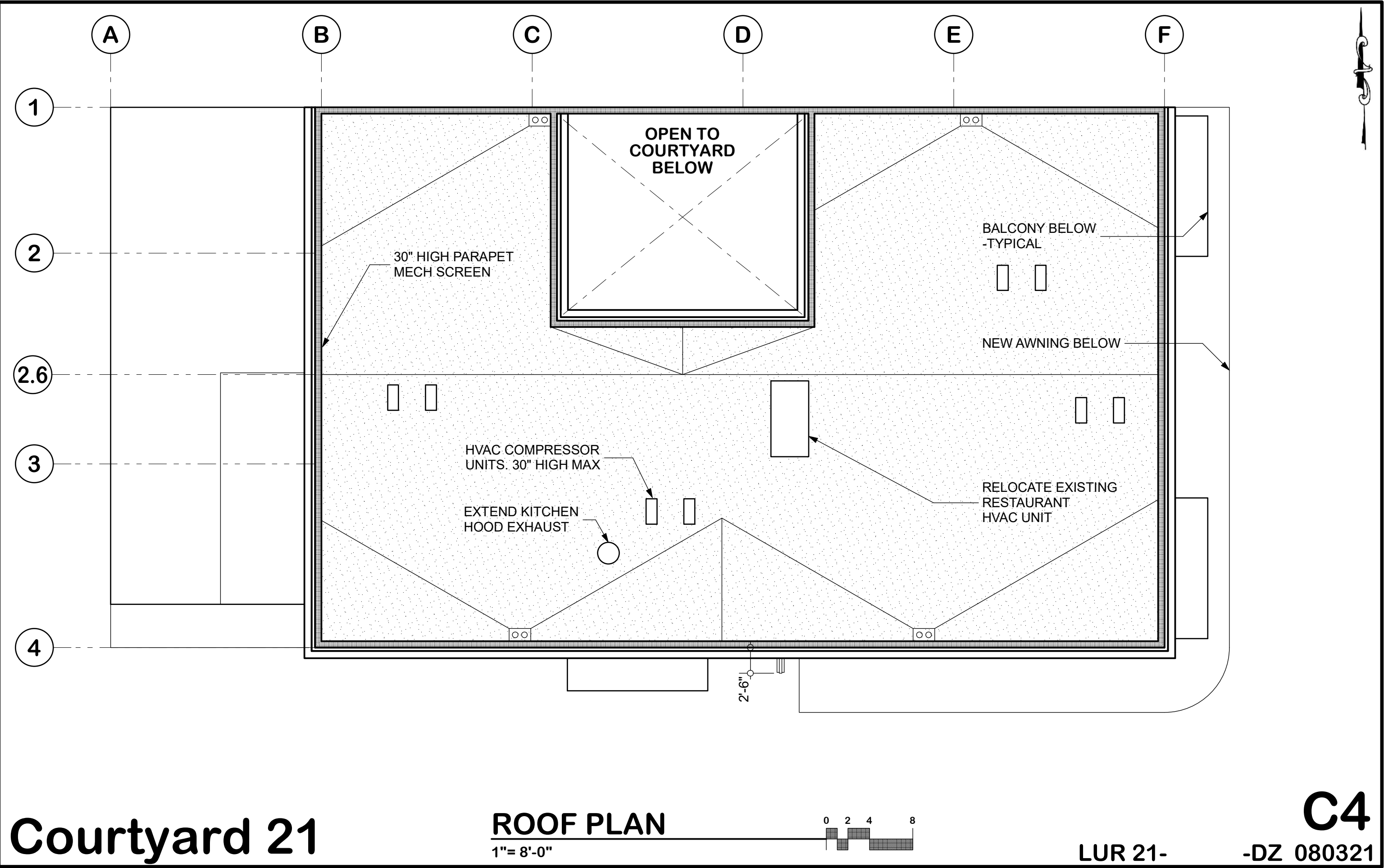
THIRD FLOOR  
1" = 8'-0"



LUR 21-

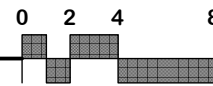
C3  
-DZ 080321





Courtyard 21

ROOF PLAN  
1"= 8'-0"



LUR 21-

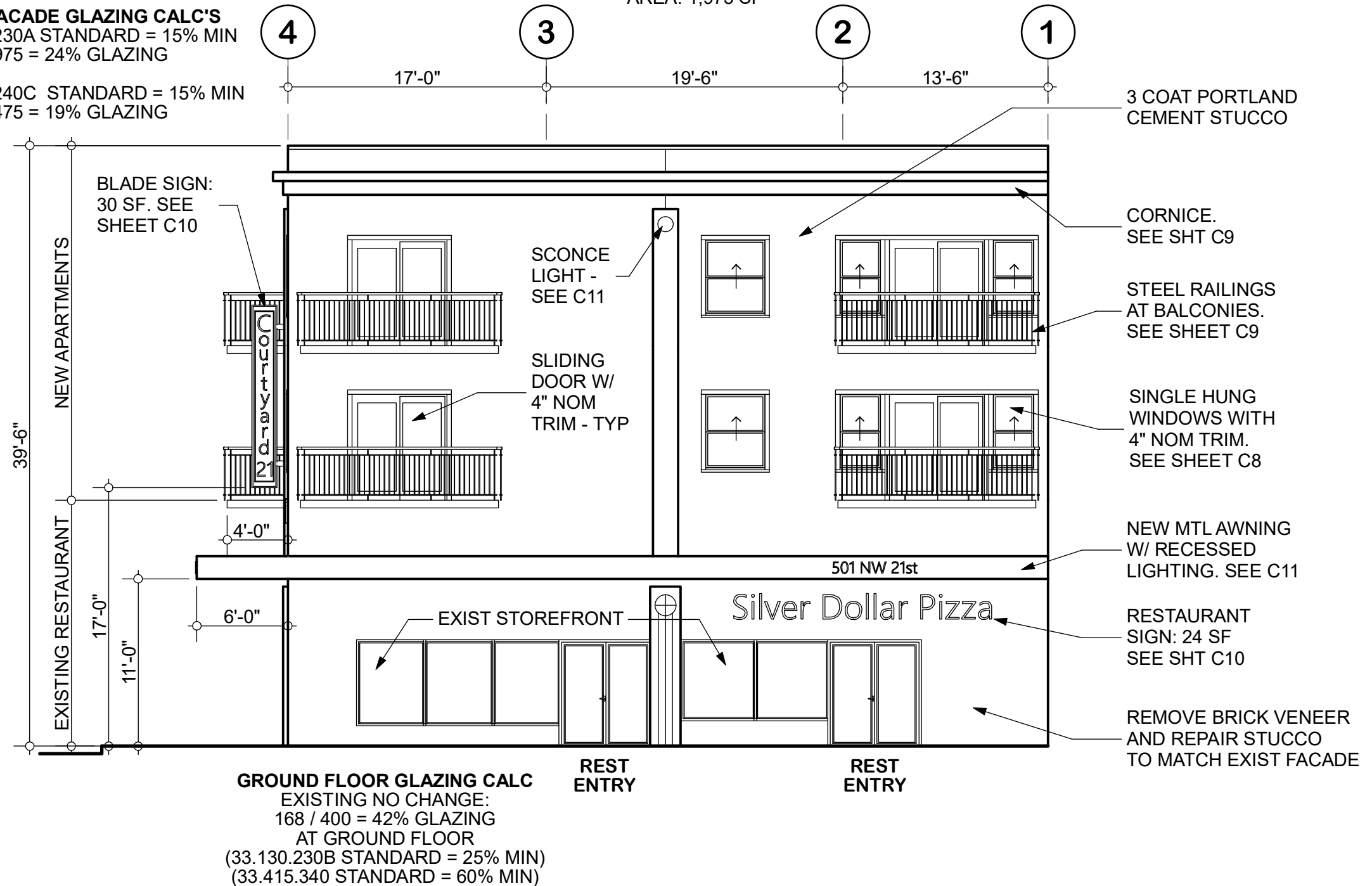
C4  
-DZ 080321



**EAST FACADE GLAZING CALC'S**  
 33.130.230A STANDARD = 15% MIN  
 470 / 1,975 = 24% GLAZING

33.562.240C STANDARD = 15% MIN  
 274 / 1,475 = 19% GLAZING

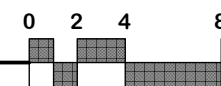
**PRIMARY FACADE**  
 HEIGHT: 39'-6"  
 AREA: 1,975 SF



# Courtyard 21

## EAST ELEVATION

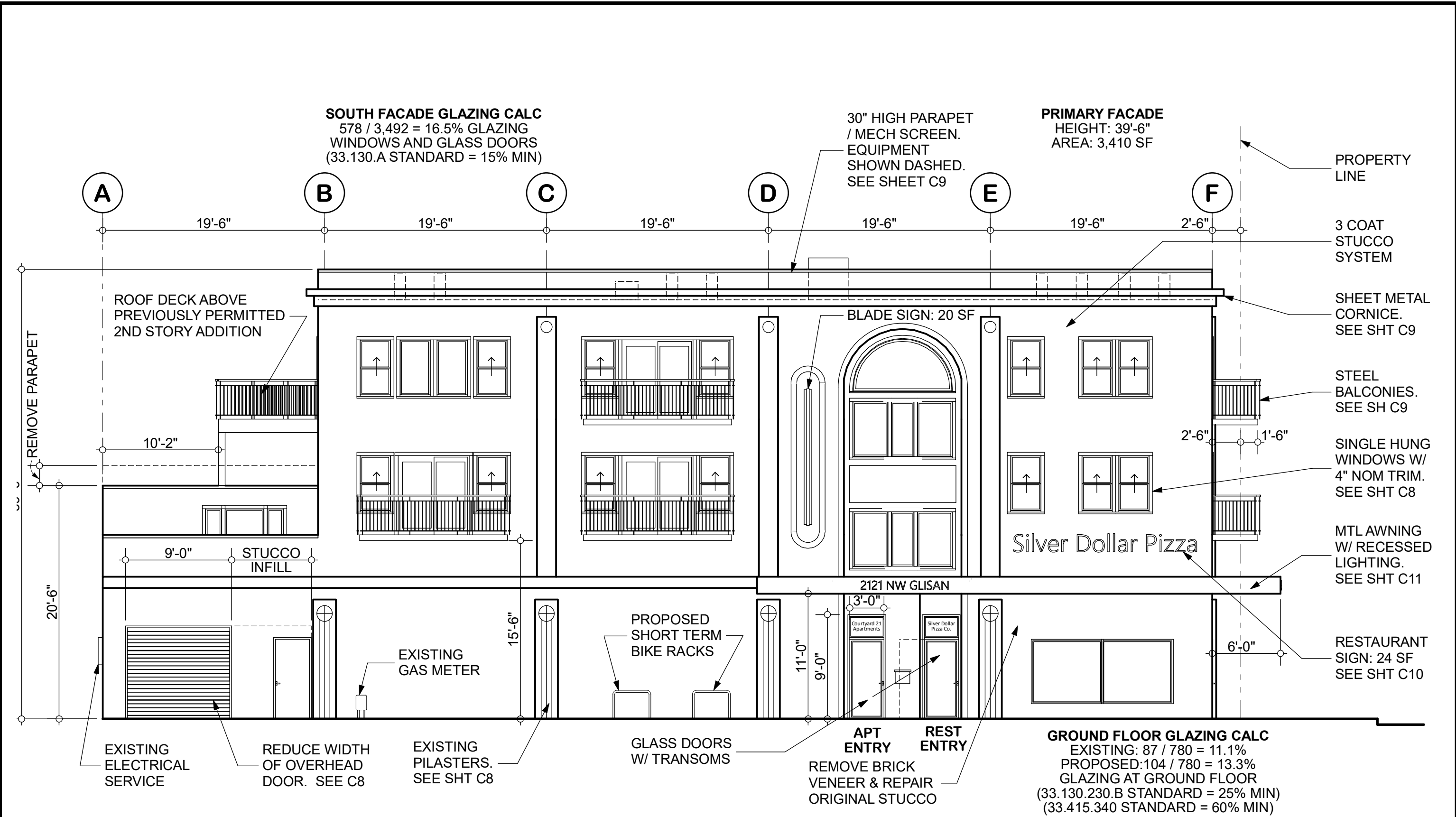
1"= 8'-0"



LUR 21-

**C5**  
 -DZ 080321

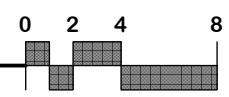




# Courtyard 21

## SOUTH ELEVATION

1" = 8'-0"

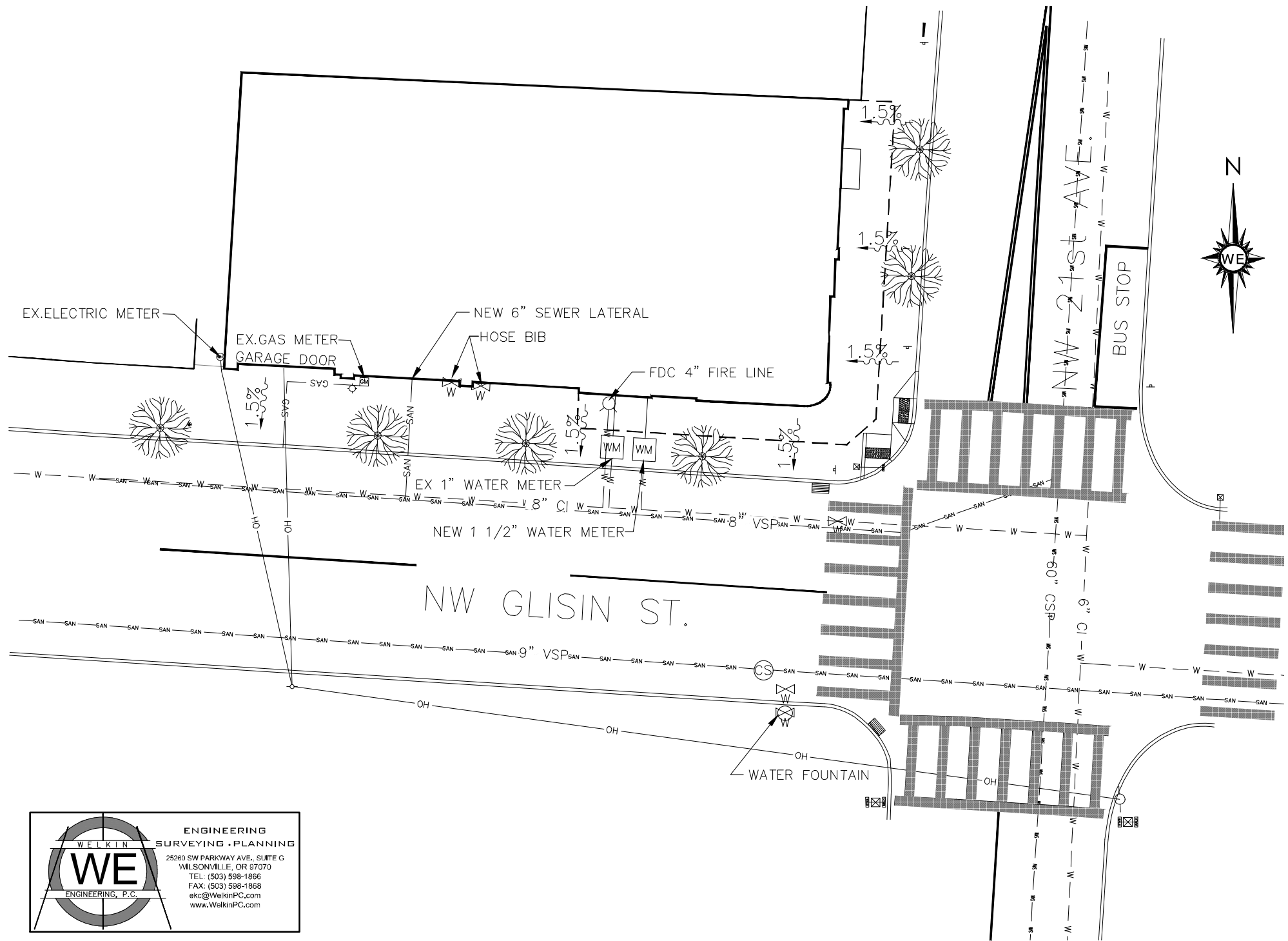


LUR 21-

-DZ 080321

# C6





**ENGINEERING  
SURVEYING . PLANNING**

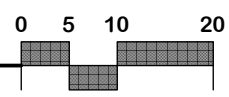
25260 SW PARKWAY AVE., SUITE G  
WILSONVILLE, OR 97070

TEL: (503) 598-1866  
FAX: (503) 598-1868  
ewc@WelkinPC.com  
www.WelkinPC.com

# Courtyard 21

## SITE UTILITIES PLAN

1"= 20'-0"



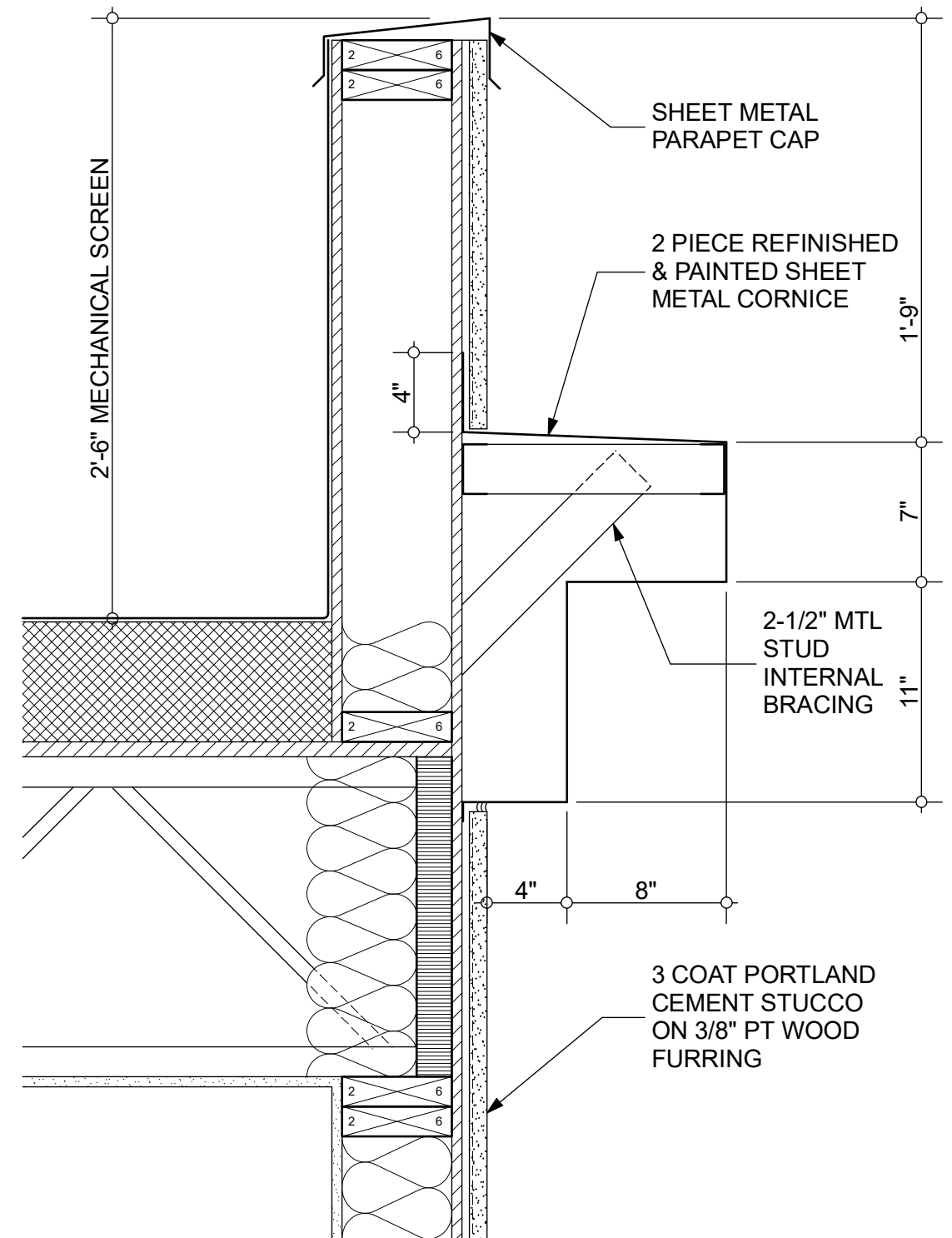
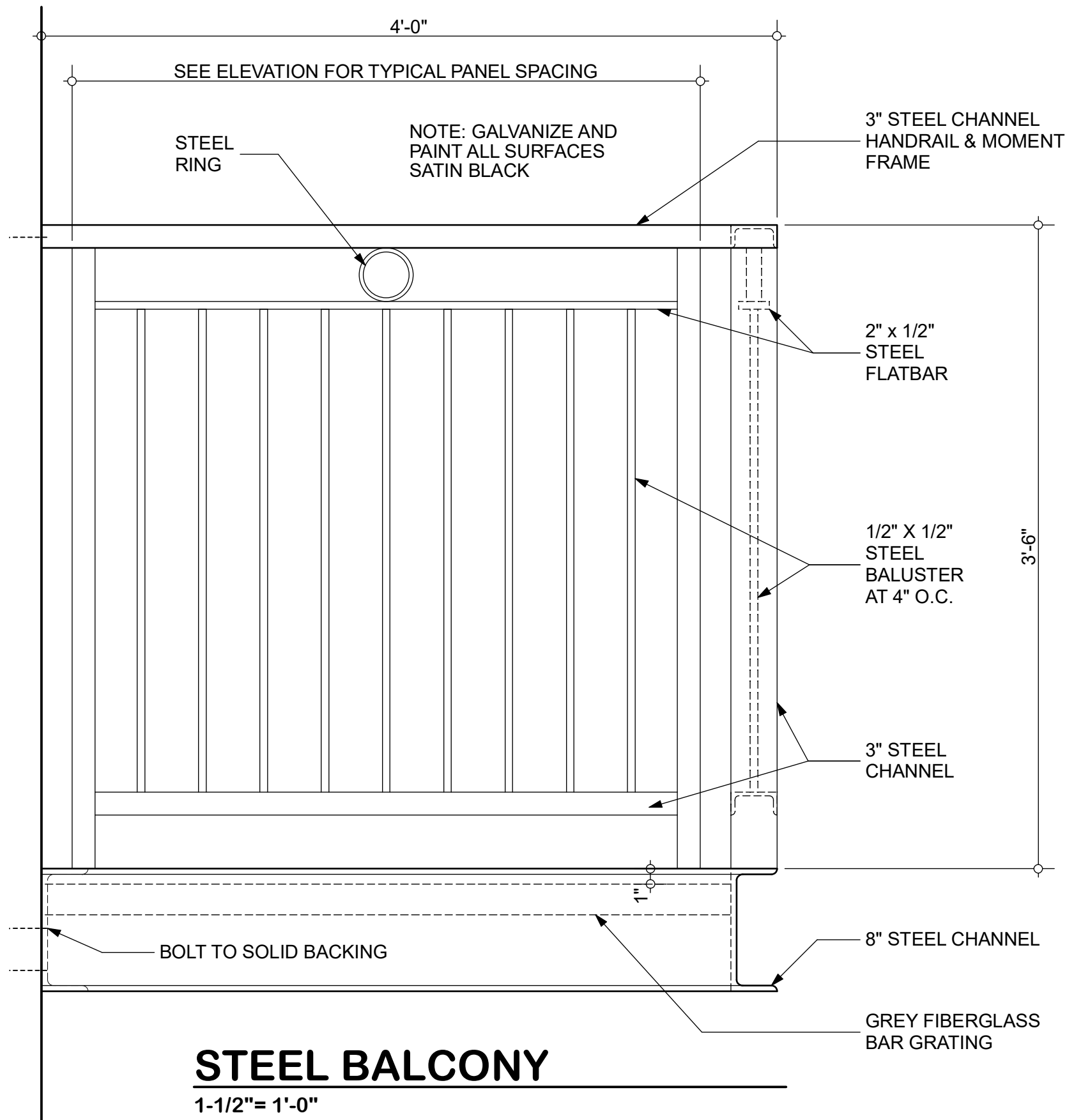
LUR 21-

**C7**  
-DZ 080321







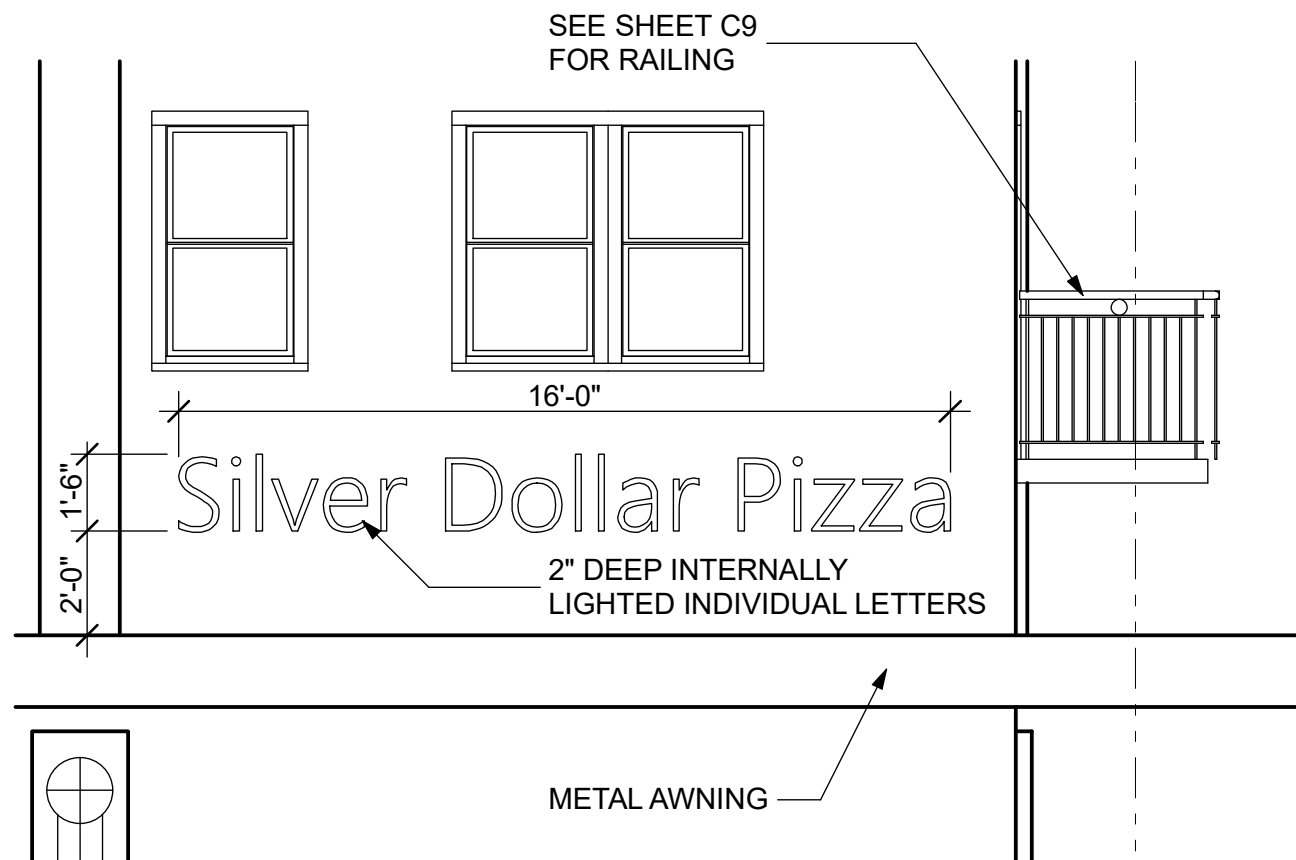


**Courtyard 21**

**C9**

LUR 21- -DZ 080321

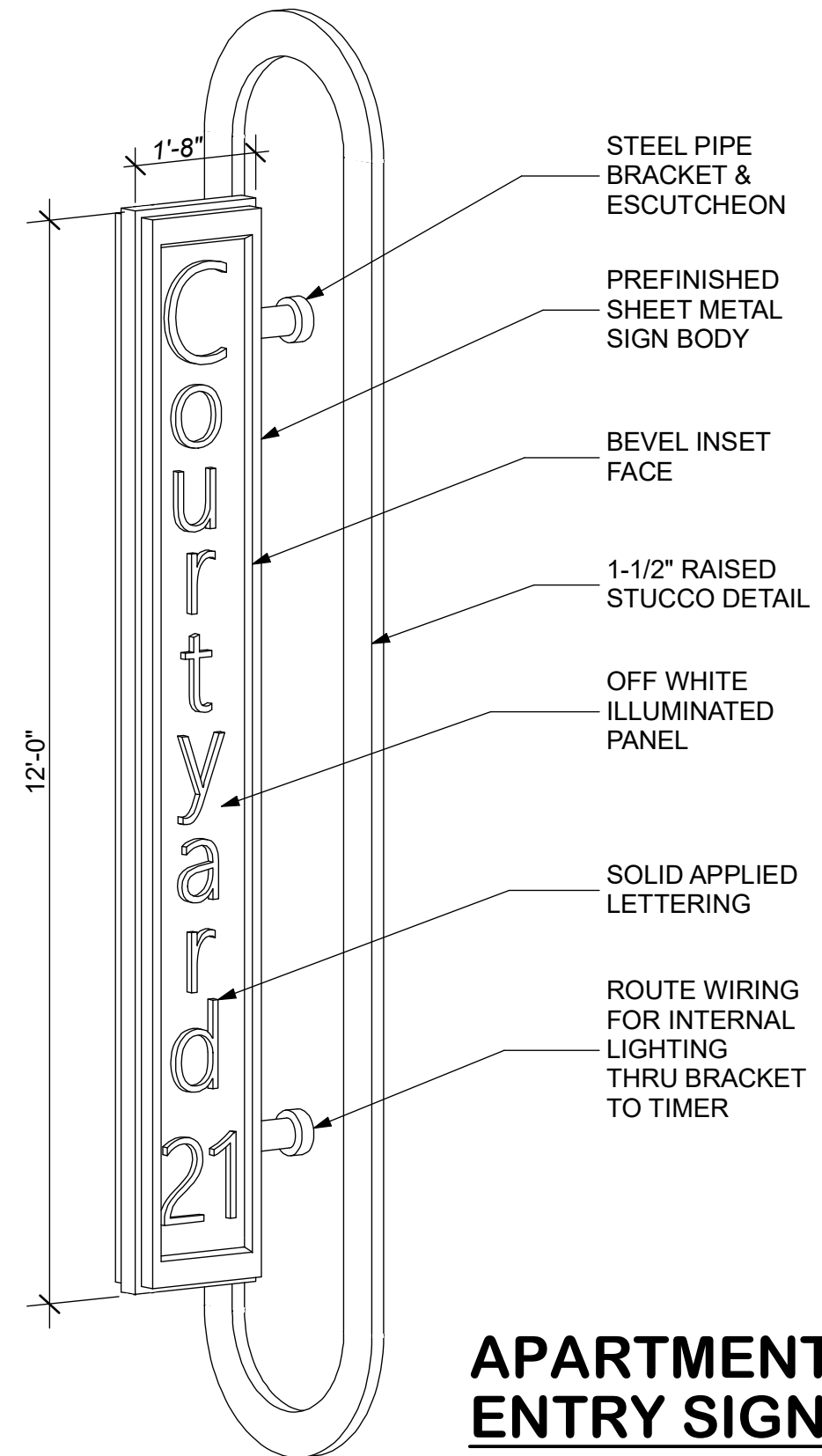




## RESTAURANT SIGN - TYP OF (2)

1/4" = 1'-0"

# Courtyard 21



## APARTMENT ENTRY SIGN

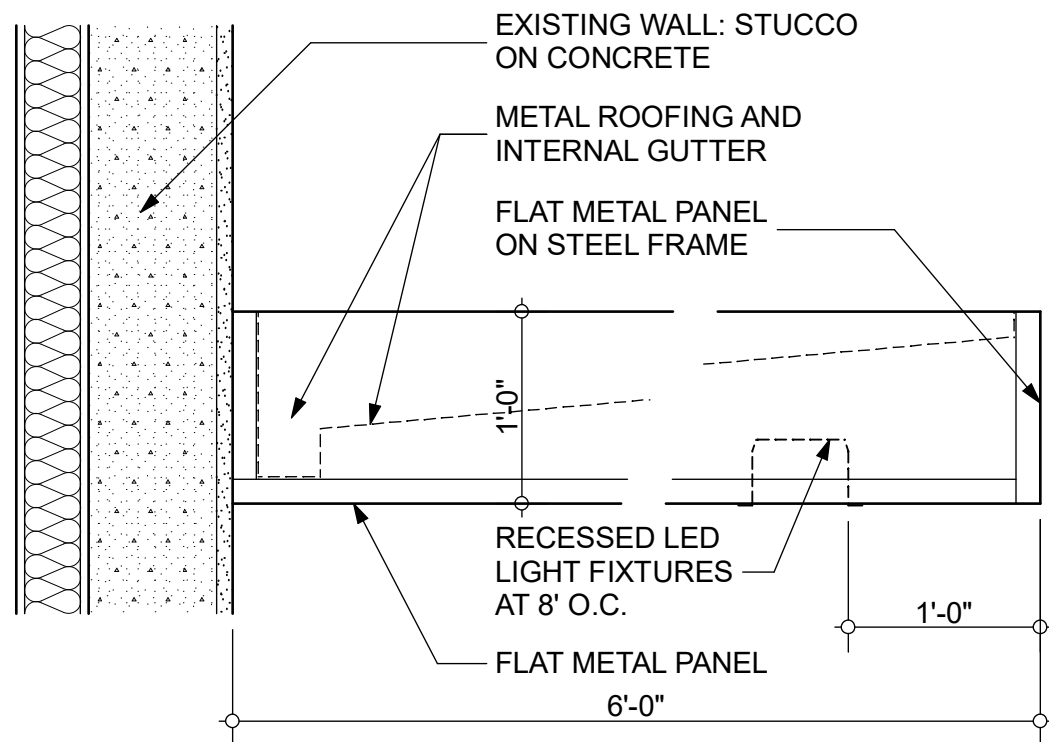
NO SCALE

# C10

LUR 21-

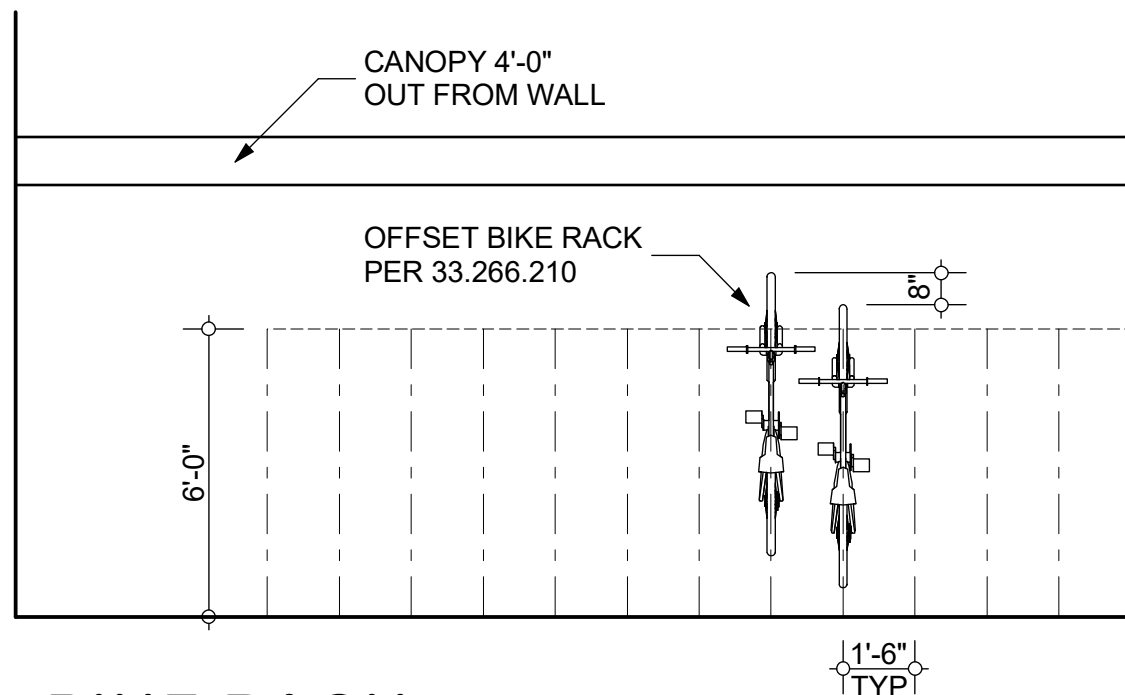
-DZ 080321





## CANOPY

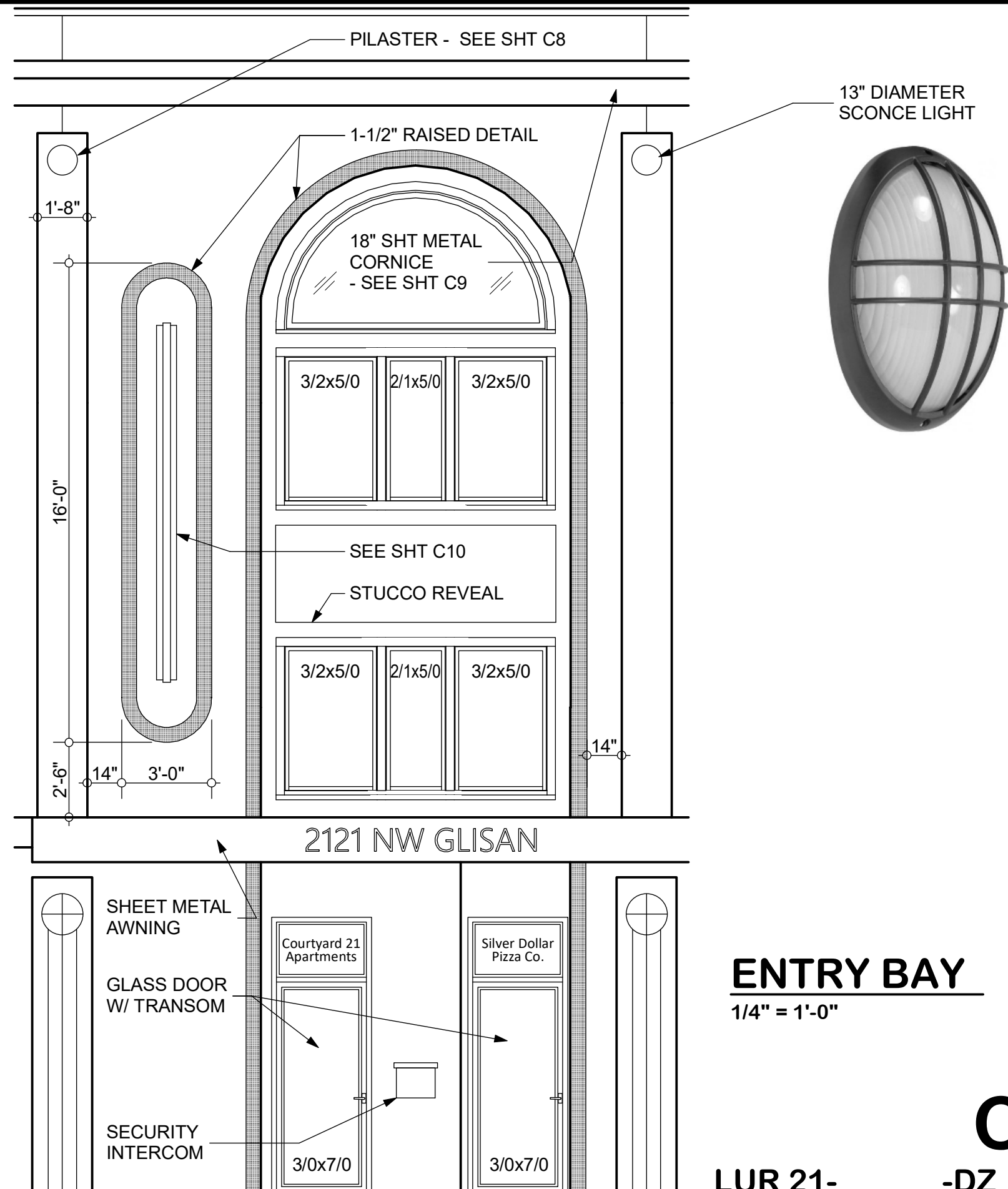
1 = 1'-0"



## BIKE RACK

1/4" = 1'-0"

# Courtyard 21



## ENTRY BAY

1/4" = 1'-0"

LUR 21-

C11

-DZ 080321





**Courtyard 21**

**SOUTHWEST PERSPECTIVE**

**LUR 21-**

**APP.1**  
**-DZ 080321**

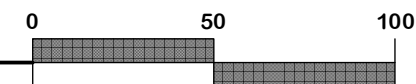
LU 21-076261 HR H5





# Courtyard 21

## SIGHTLINE STUDY

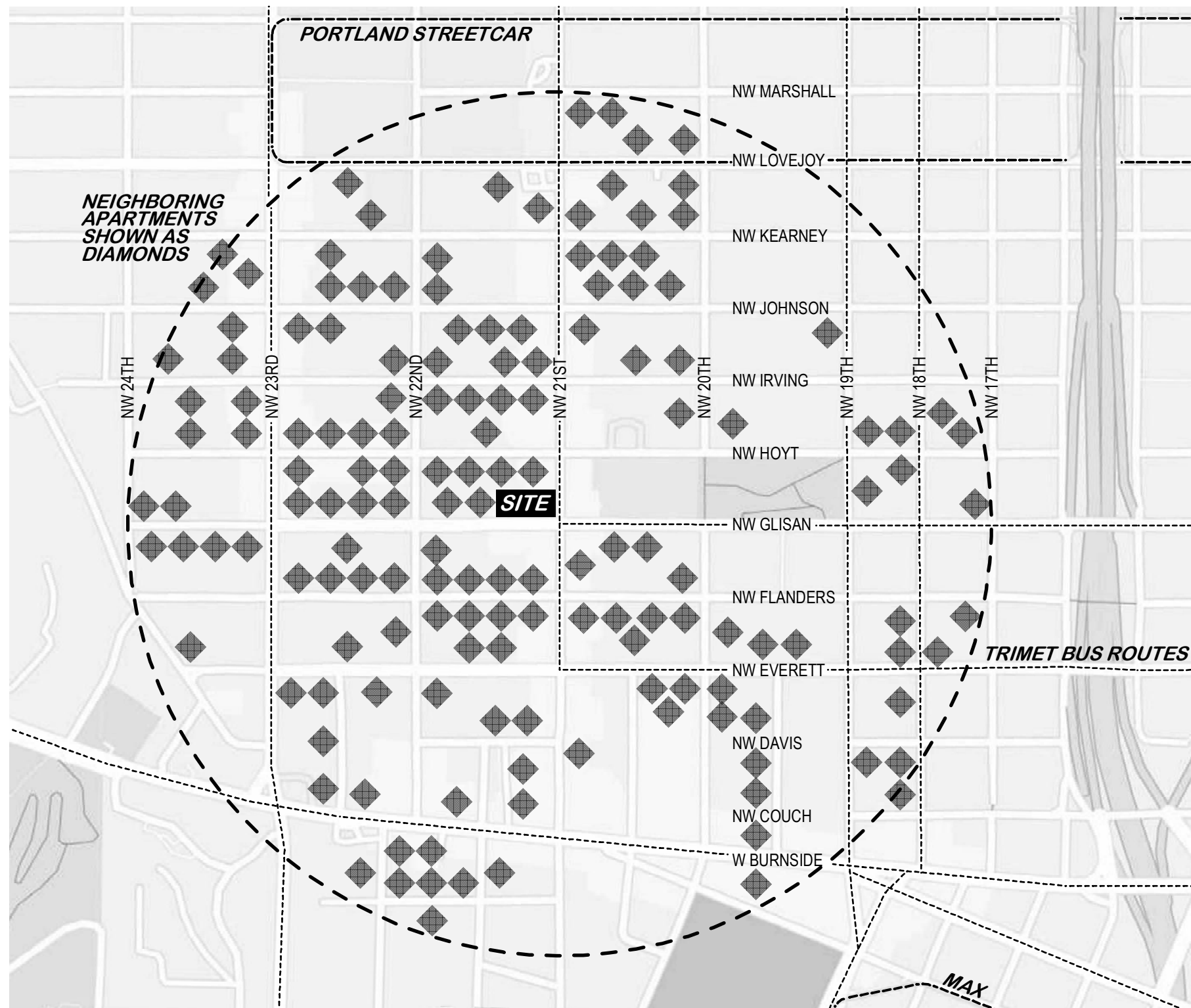


LUR 21-

**APP.2**

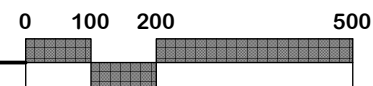
-DZ 080321





# Courtyard 21

## CONTEXT STUDY



LUR 21-

**APP.3**  
-DZ 080321





GANGED WINDOW  
COMBINATIONS



ARCHED ENTRIES  
RECESSED DOORS



ORNAMENTAL  
STEEL BALCONIES



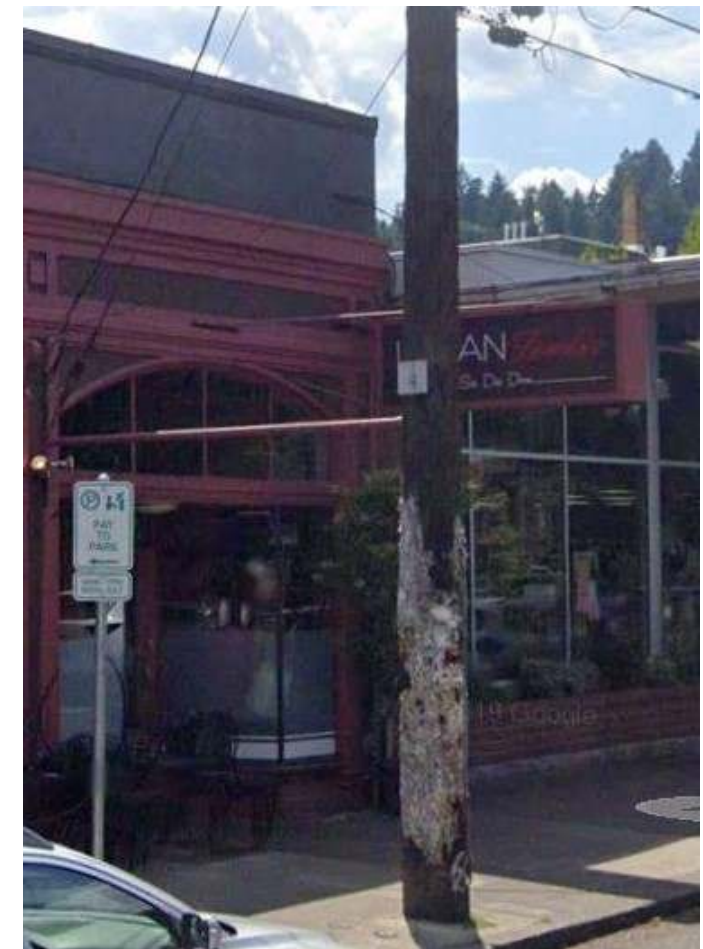
NEIGHBORHOOD PHOTOGRAPHS

Courtyard 21

LUR 21-

APP.4  
-DZ 080321





PROMINENT ALPHABET DISTRICT MID-BLOCK BLADE SIGNS

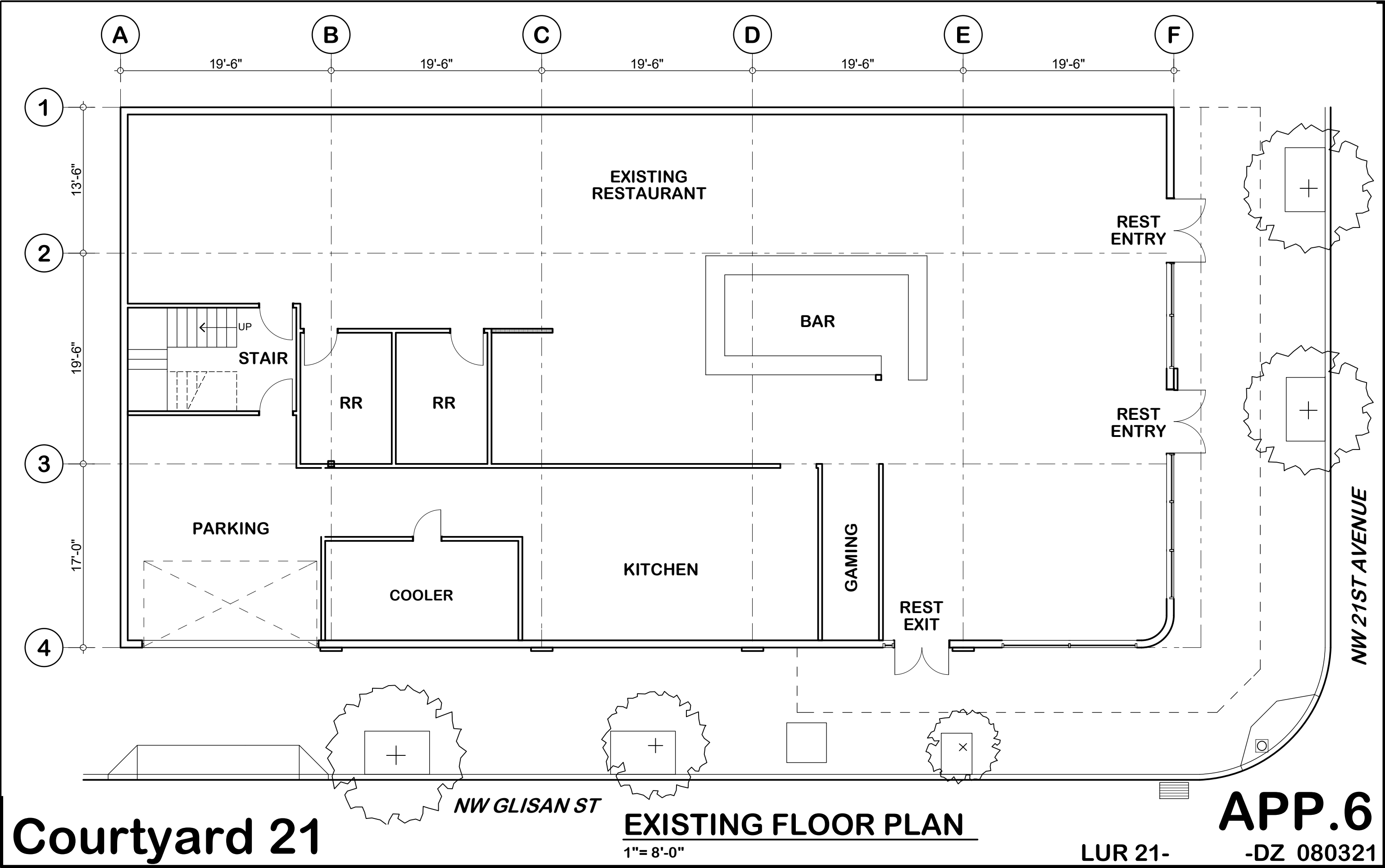
Courtyard 21

NEIGHBORHOOD PHOTOGRAPHS

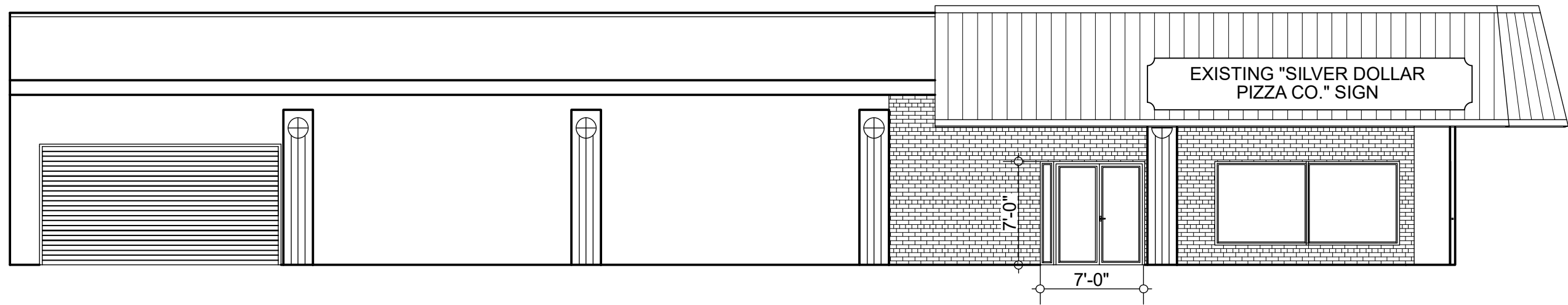
LUR 21-

**APP.5**  
-DZ 080321









## EXISTING SOUTH ELEVATION

1"= 8'-0"



## EXISTING EAST ELEVATION

1"= 8'-0"

Courtyard 21

LUR 21-

APP.7

-DZ 080321

LU 21-076261 HR H5





City of Portland  
**Bureau of Development Services**  
Land Use Services Division

1900 SW Fourth Avenue, Suite 5000  
Portland, Oregon 97201  
Telephone: 503-823-7300  
TDD: 503-823-6868  
FAX: 503-823-5630  
www.portlandonline.com/bds

## Request for Extension of 120-Day Review Period With a Continuation Hearing

**Land Use Case Number: LU #** 2100020100R

**Hearing Date:** 01/20/22

**Continuation Hearing Date:** 02/28/22

**BDS Planner Name:** 0000r000d000

I understand that by continuing the hearing, I am extending the 120 day time frame that State law requires the City to issue a final decision on land use reviews, beginning with the date of a complete application. State law also allows the applicant to request in writing an extension of the 120-day review period.

If requesting an extension of the 120-day review period with the continuation of a public hearing, please sign this form and indicate the date of the continued hearing, and return it to the Bureau of Development Services (BDS) planner assigned to your case.

By signing this form, I acknowledge that the 120-day review period for my land use review application will be extended to allow at least 87 days left on the clock after the Commission renders a decision (17 days to process the decision mailing, plus 70 days to process an appeal if an appeal is submitted).

**Applicant Name:** 00000000

**Applicant Signature:**  **Date** 01/20/22



PROJECT TEAM

Building Owner	21 Glisan, LLC - Brad Johnston 11640 SW Jody Street, Beaverton, OR 97005
Tenant	Silver Dollar Pizza - Sam McBale 501 NW 21st, Portland OR 97210
Contractor	Investment Builders - William Bannister 3411 NE 65th, Vancouver WA 98661
Architect / Applicant	Jack Lyon (503) 805-1818 3411 NE 65th, Vancouver WA 98661
Civil Engineer	Welkin Engineering - Ed Christiansen 25260 SW Parkway, Ste G, Wilsonville, OR 97070
Structural Engineer	Lyver Engineering - Troy Lyver 7950 SE 106th Ave, Portland, OR 97266

ZONING SUMMARY

Zone	CM2
Neighborhood Contact	Not Required < 10,000 sf
Relevant Allowed Uses	Retail, Residential
Parking Requirement	None < 30 units
Height Limit	45'
Maximum FAR	2.5:1 - see Calc this sheet
Site Area	5,000 sf
Maximum Allowable Area	12,500 sf
Current Building Area	5,780 sf
TOTAL Building Area	12,404 sf
Minimum Density	3.4 units
Abutting Zoning	North: CM2, West: RM3
Minimum Setbacks	North: 0', West: 10'
Maximum Lot Coverage	100% - Inner Pattern Area
Landscape Percentage	2.5% (97.5% Site Coverage)
Outdoor Area	36 sf / unit
Facade Articulation	Required
Window Standards	Required

DRAWING INDEX

C0	COVER SHEET
C1	SITE PLAN, FIRST FLOOR PLAN
C2	SECOND FLOOR PLAN
C3	THIRD FLOOR PLAN
C4	ROOF PLAN
C5	EAST ELEVATION
C6	SOUTH ELEVATION
C7	SITE UTILITY PLAN
APP.1	RENDERING
APP.2	SIGHTLINE STUDY
APP.3	CONTEXT PLAN
APP.4	NEIGHBORHOOD PHOTOS
APP.5	NEIGHBORHOOD PHOTOS
APP.6	EXISTING FLOOR PLAN
APP.7	EXISTING ELEVATIONS

FAR CALCULATION

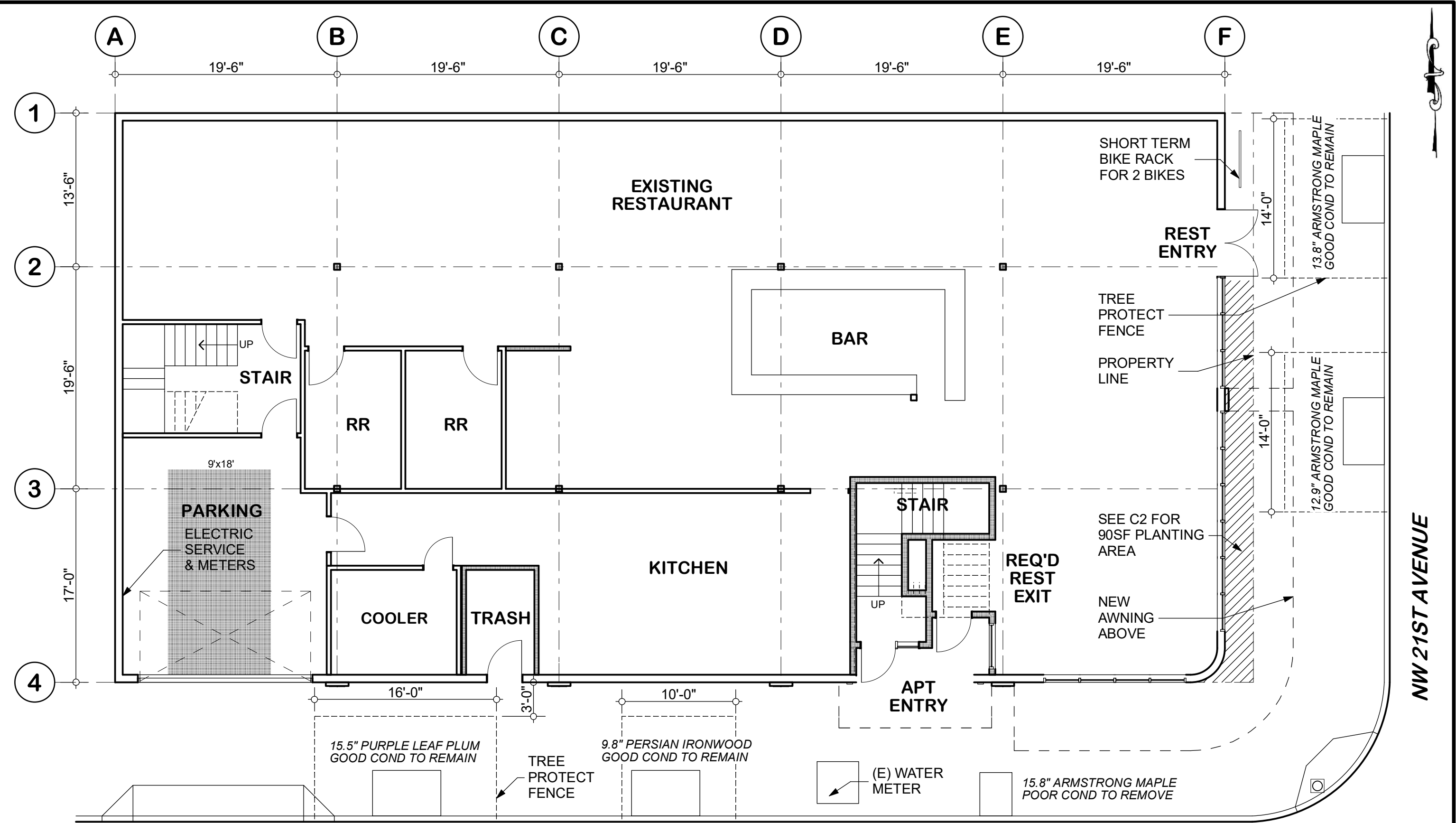
FIRST FLOOR - EXISTING	4,873
SECOND FLOOR - EXISTING	832
SECOND FLOOR - NEW	3,339
THIRD FLOOR - NEW	3,339
TOTAL	12,383



Courtyard 21

C0  
LUR 21-076261 DZ 080321



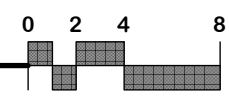


# Courtyard 21

NW GLISAN ST

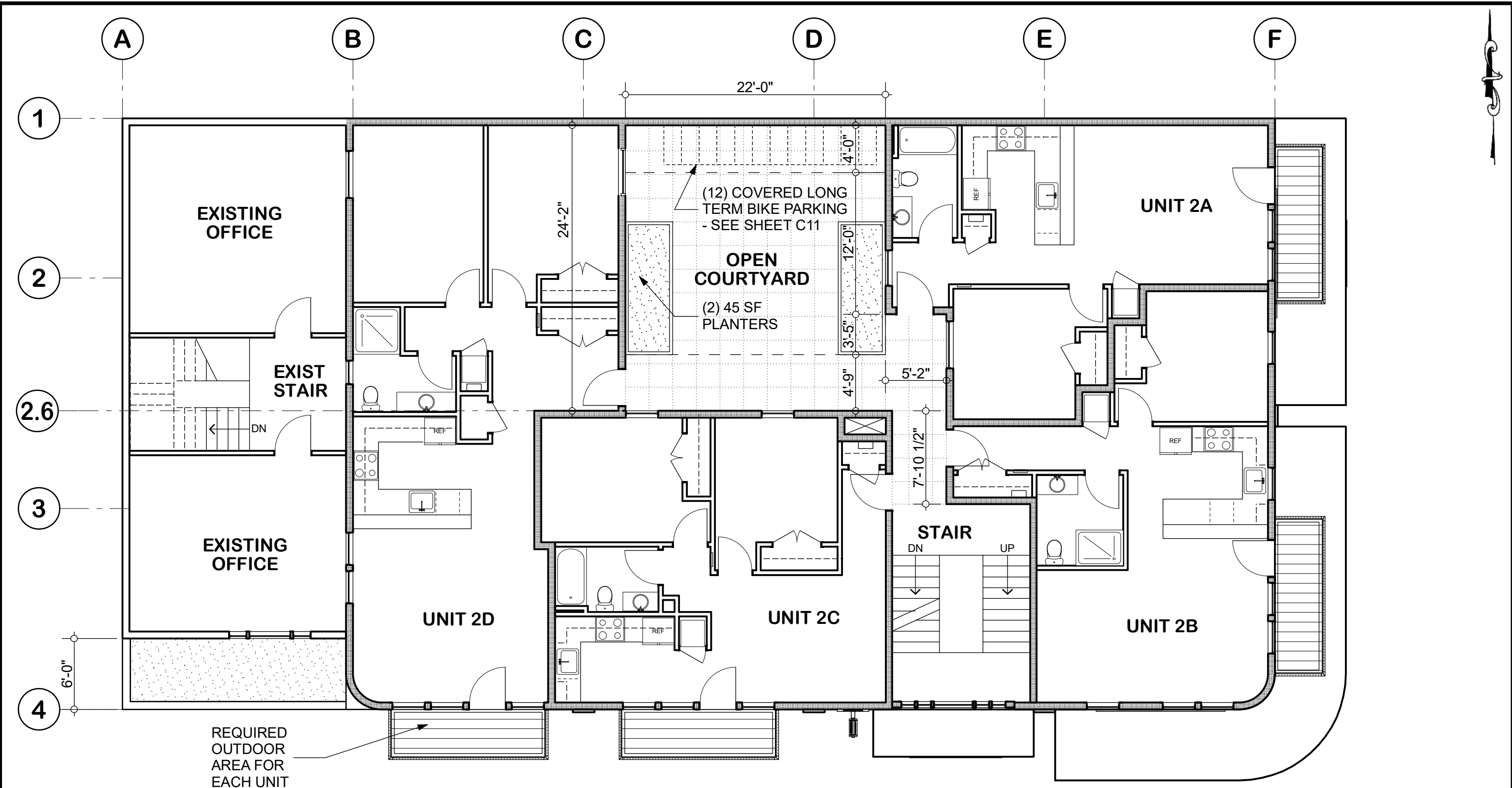
## SITE PLAN

1" = 8'-0"



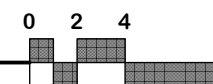
**C1**  
LUR 21-076261 DZ 080321





# Courtyard 21

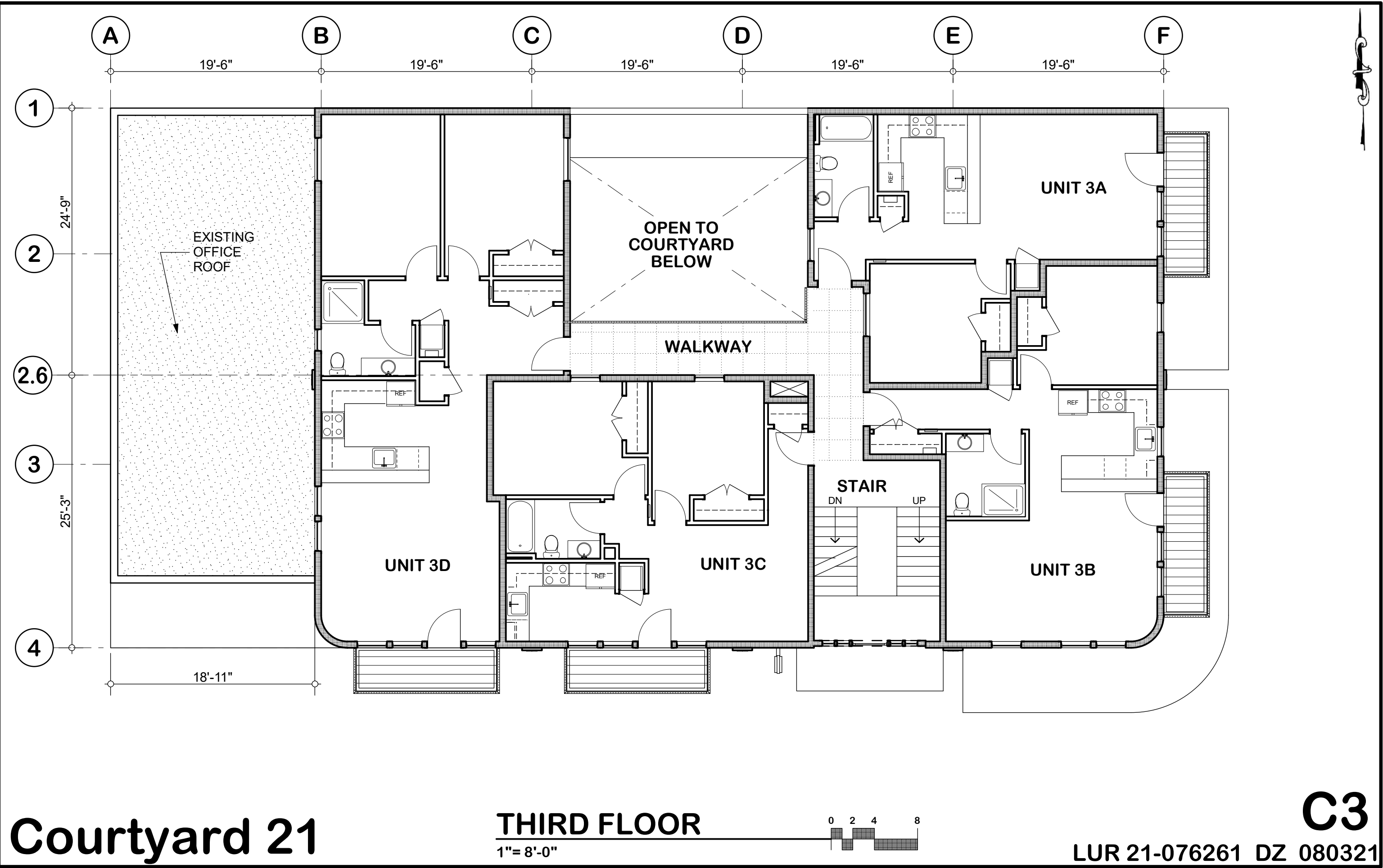
**SECOND FLOOR**  
1"= 8'-0"



**C2**

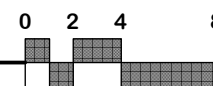
LUR 21-076261 DZ 080321





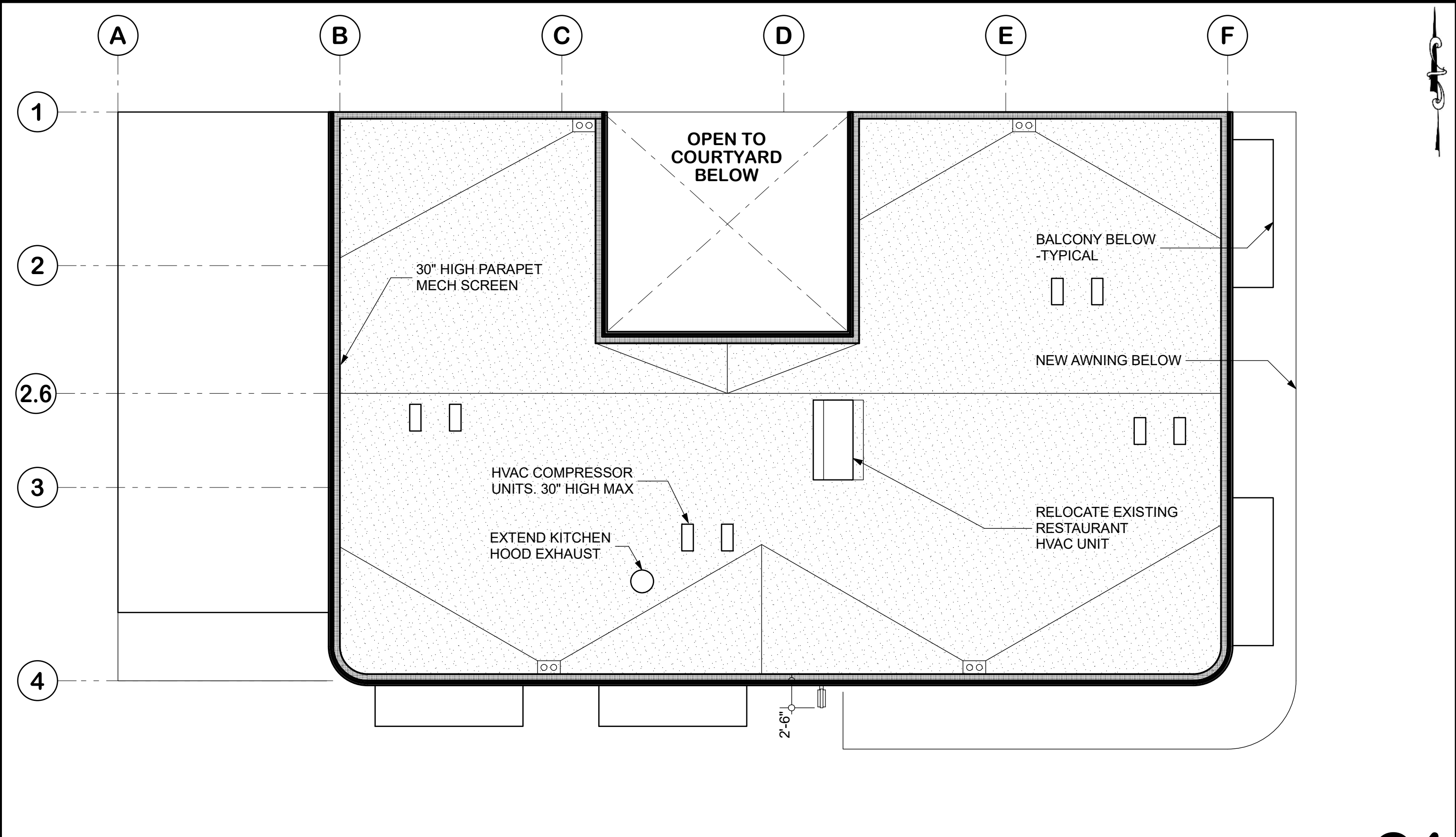
Courtyard 21

THIRD FLOOR  
1" = 8'-0"



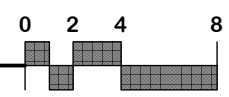
C3  
LUR 21-076261 DZ 080321





# Courtyard 21

**ROOF PLAN**  
1"= 8'-0"



**C4**  
LUR 21-076261 DZ 080321

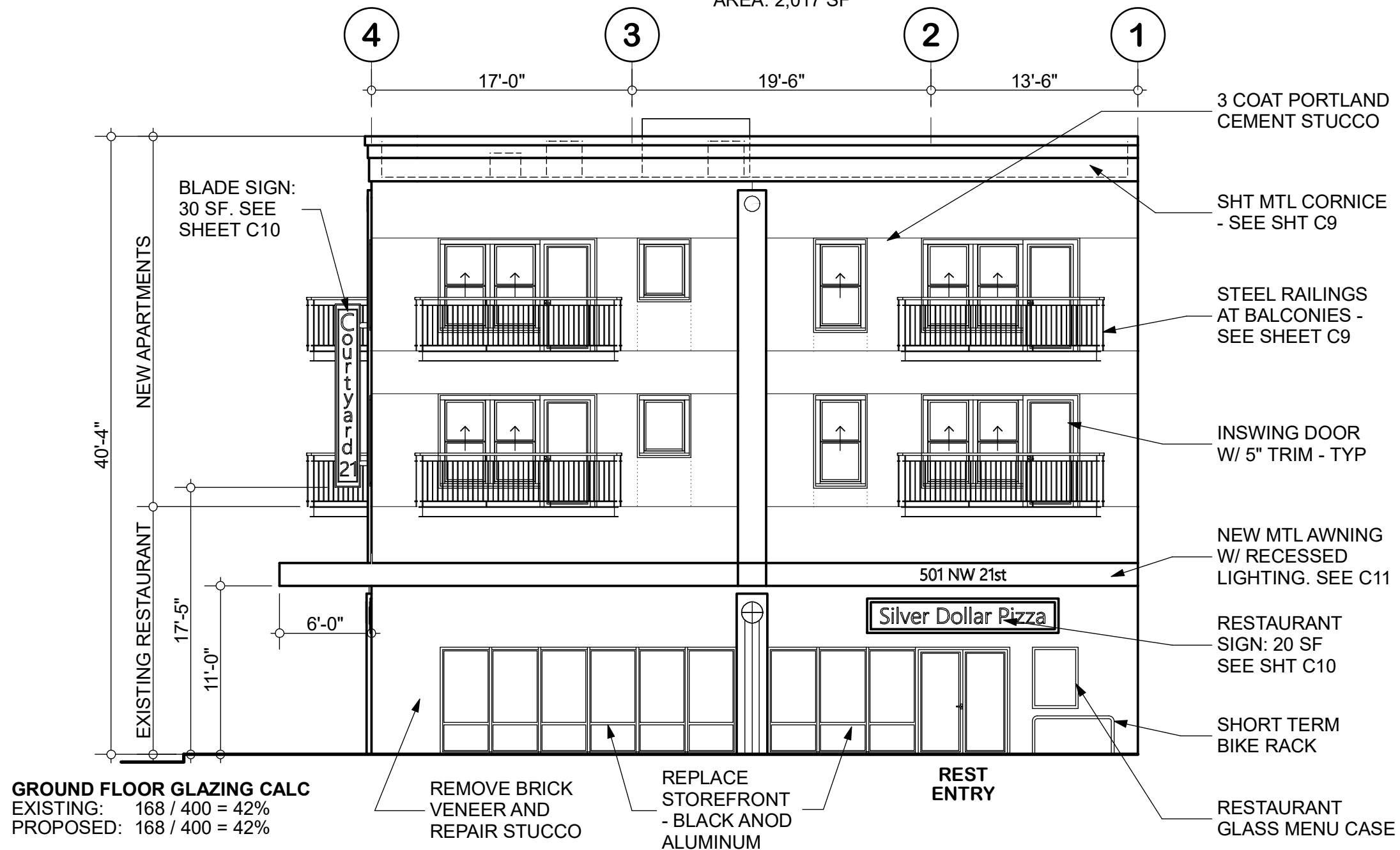






**EAST FACADE GLAZING CALC**  
 488 / 2,017 = 24% GLAZING

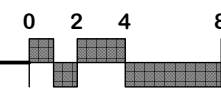
**PRIMARY FACADE**  
 HEIGHT: 40'-64"  
 AREA: 2,017 SF



# Courtyard 21

## EAST ELEVATION

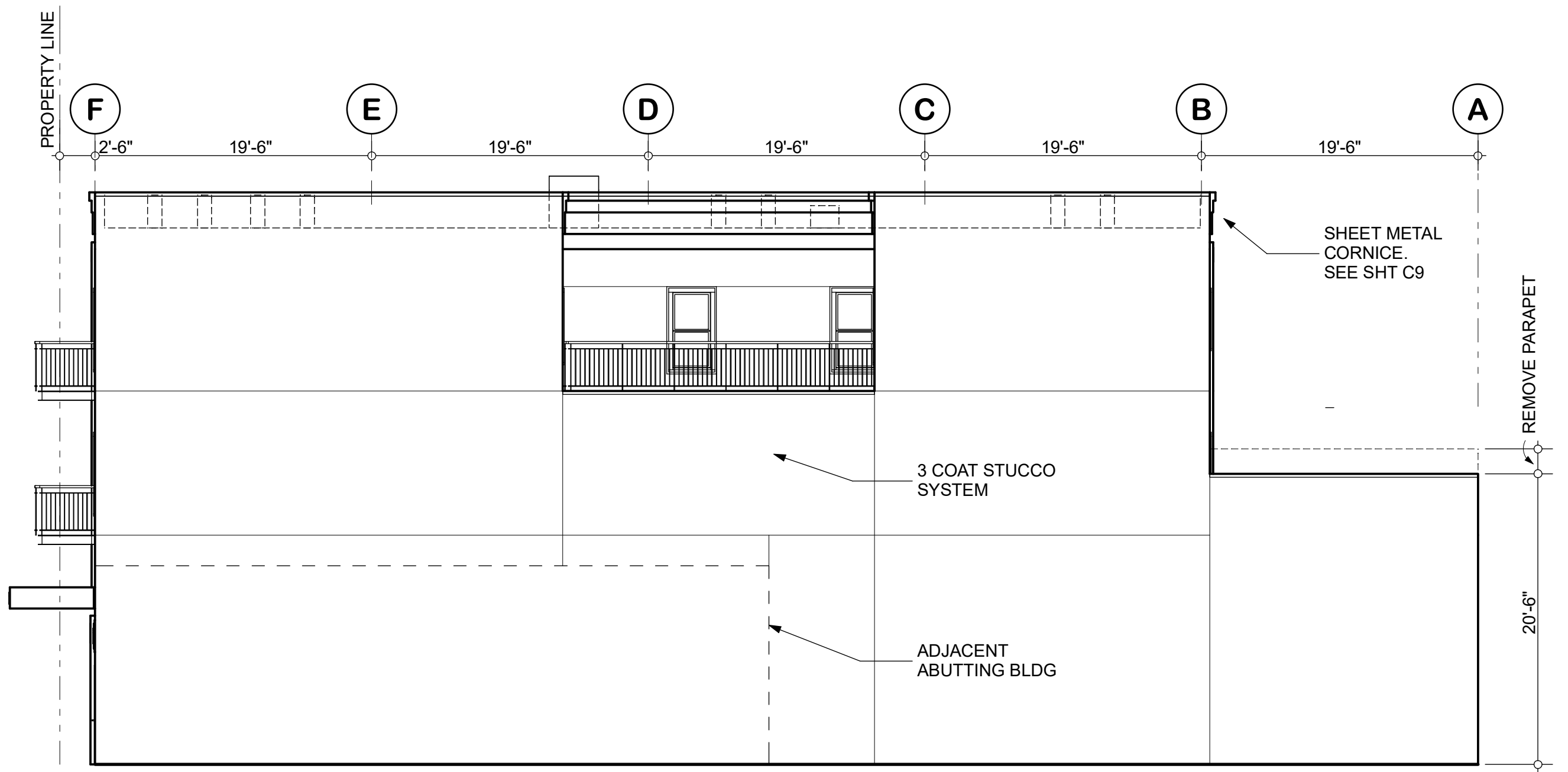
1" = 8'-0"



# C5

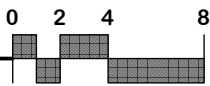
LUR 21-076261 DZ 080321





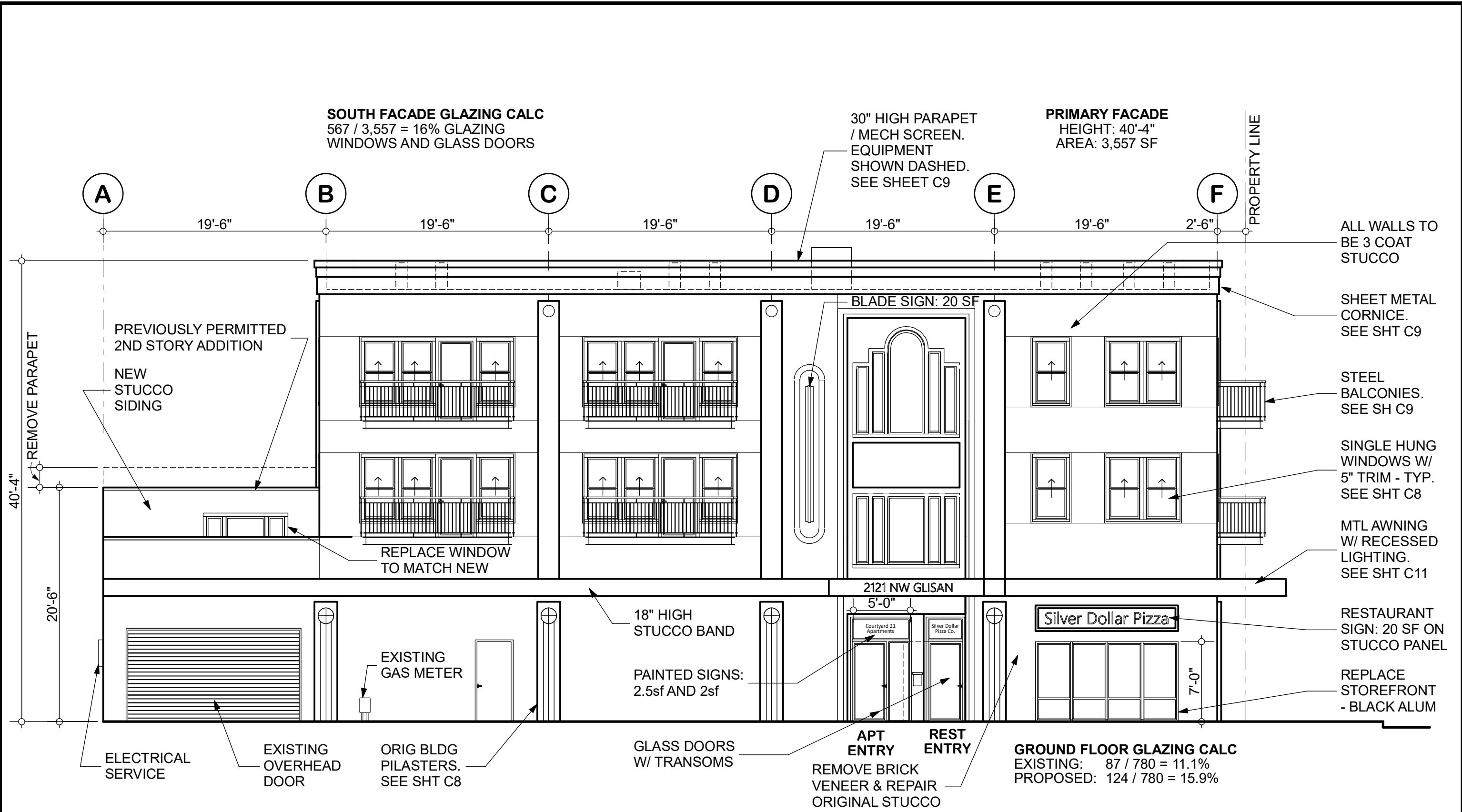
Courtyard 21

NORTH ELEVATION  
1"= 8'-0"



C6.1  
LUR 21-076261 DZ 080321

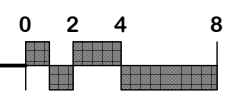




# Courtyard 21

## SOUTH ELEVATION

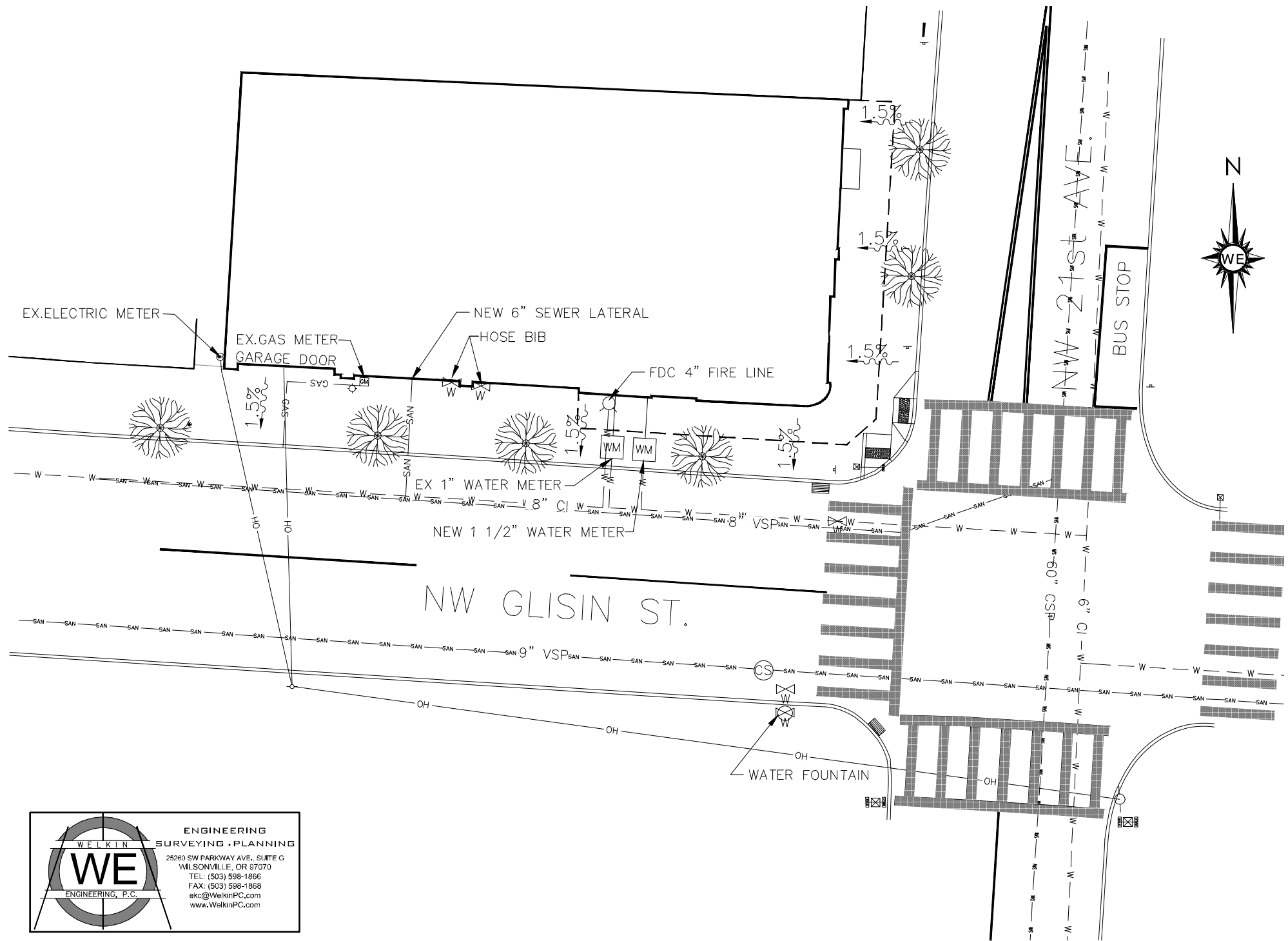
1"= 8'-0"



# C6

LUR 21-076261 DZ 080321





**ENGINEERING  
SURVEYING . PLANNING**

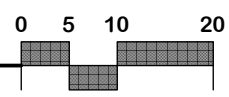
25260 SW PARKWAY AVE., SUITE G  
WILSONVILLE, OR 97070

TEL: (503) 598-1866  
FAX: (503) 598-1868  
ewc@WelkinPC.com  
www.WelkinPC.com

# Courtyard 21

## SITE UTILITIES PLAN

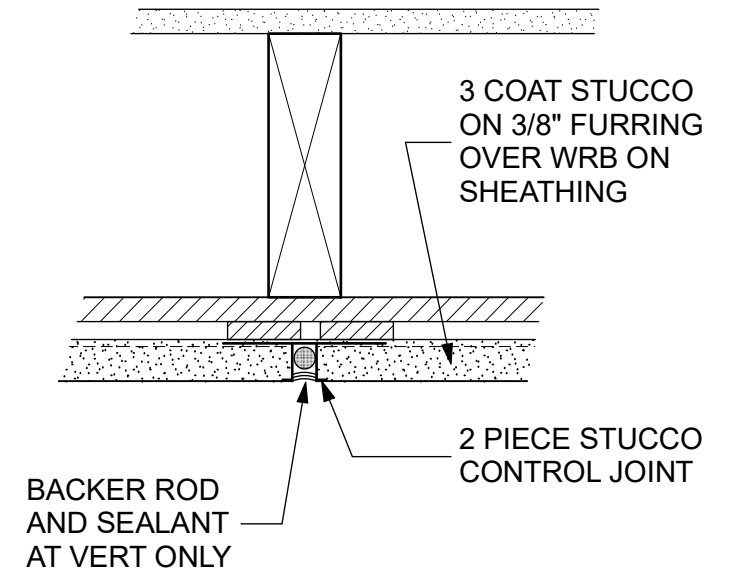
1"= 20'-0"



C7

LUR 21-076261 DZ 080321



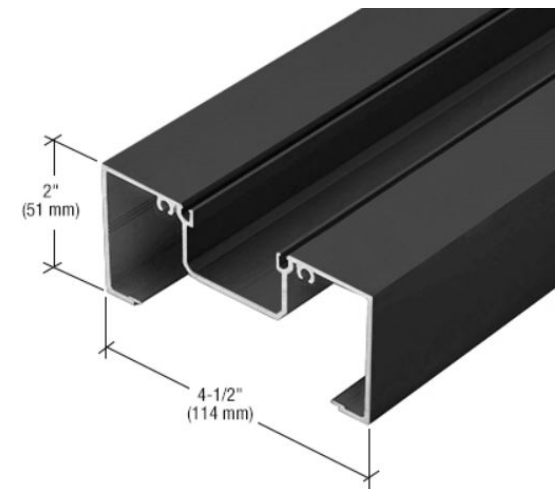


## STUCCO JOINTS

3" = 1'-0"



NOTE: ALL ALUMINUM  
STOREFRONT TO BE BLACK



## STOREFRONT

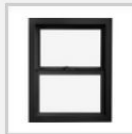
NO SCALE

# Courtyard 21

# C8.1

LUR 21-076261 DZ 080321





## Pella® Impervia® Fiberglass Single-Hung Window

3.97 ★★★★★ (Based on 413 Reviews)

Made from the strongest material for windows, Pella Impervia single-hung windows provide lasting durability and sleek, timeless style.<sup>16</sup> They feature a moveable bottom sash for ventilation and a fixed top sash. Our powder-coat finish will never need to be repainted or refinished. Achieve your design vision with color options including Black.

- Tested beyond industry standards, from -40°F to 180°F so you can trust our fiberglass material to perform on the hottest and coldest days on the year.
- Equal sightlines provide a clean, consistent aesthetic unlike other single-hung designs that trade off aesthetic details.
- Secured with corner locks, metal fasteners and injected with sealant for added strength, security and reliable water performance.

NOTE: ALL WINDOWS & DOORS TO BE BLACK FIBERGLASS

EXISTING COILING STEEL GARAGE DOOR - PAINT TO MATCH ADJACENT WALL

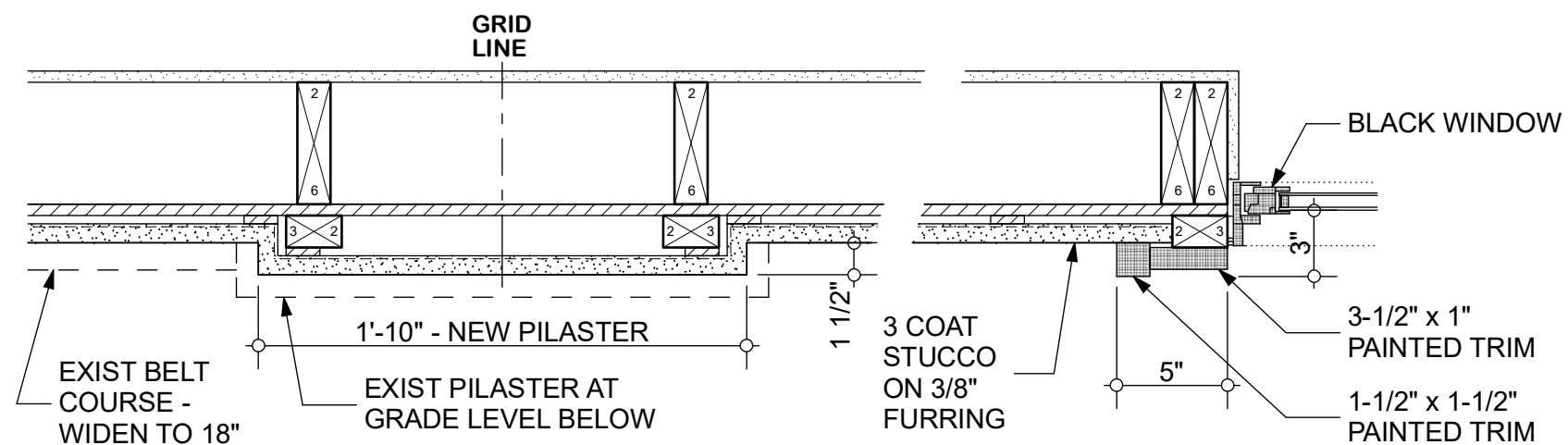


## APARTMENT WINDOWS & DOORS

NO SCALE

## GARAGE DOOR

NO SCALE



### PILASTER

1-1/2"= 1'-0"

### WINDOW JAMB

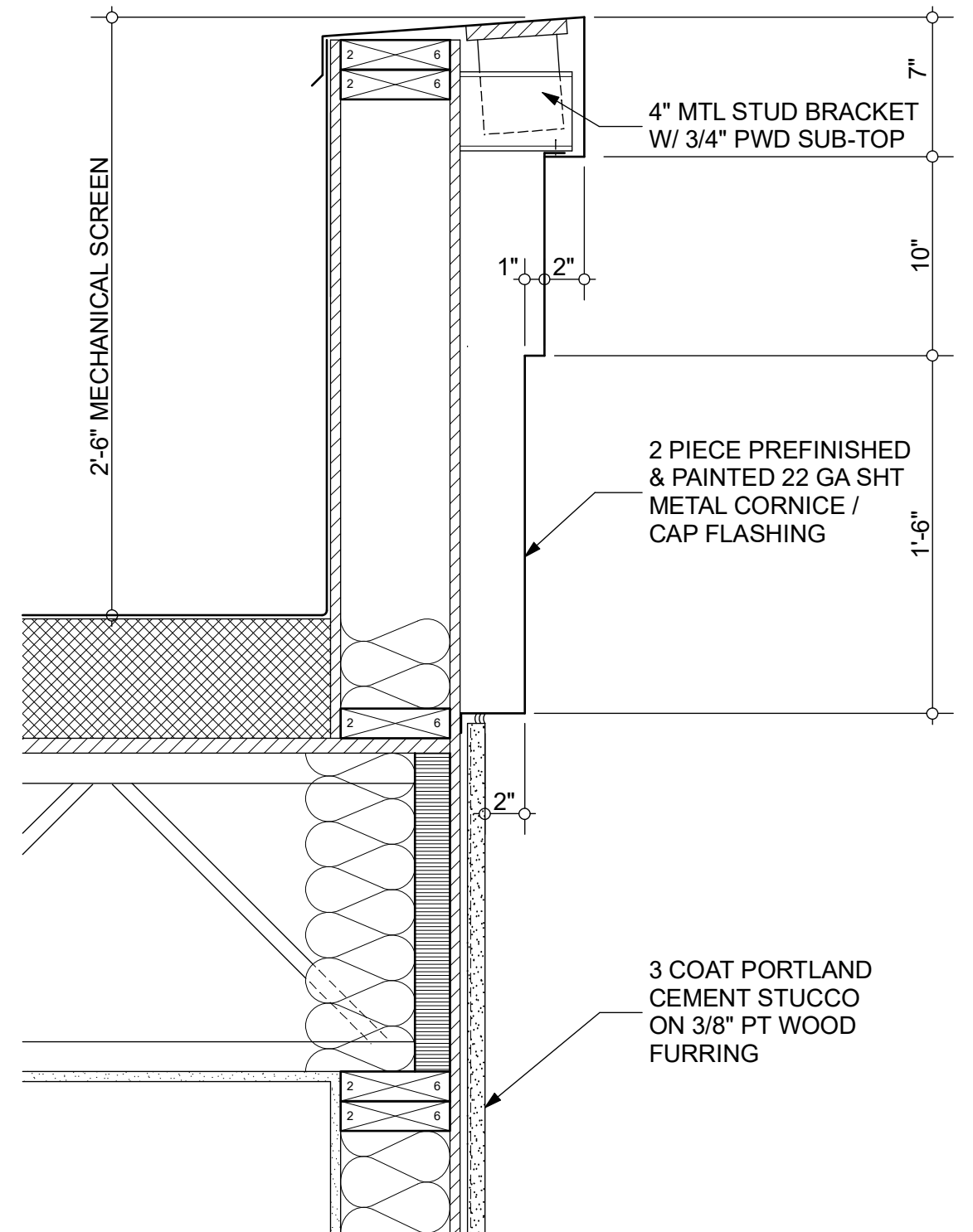
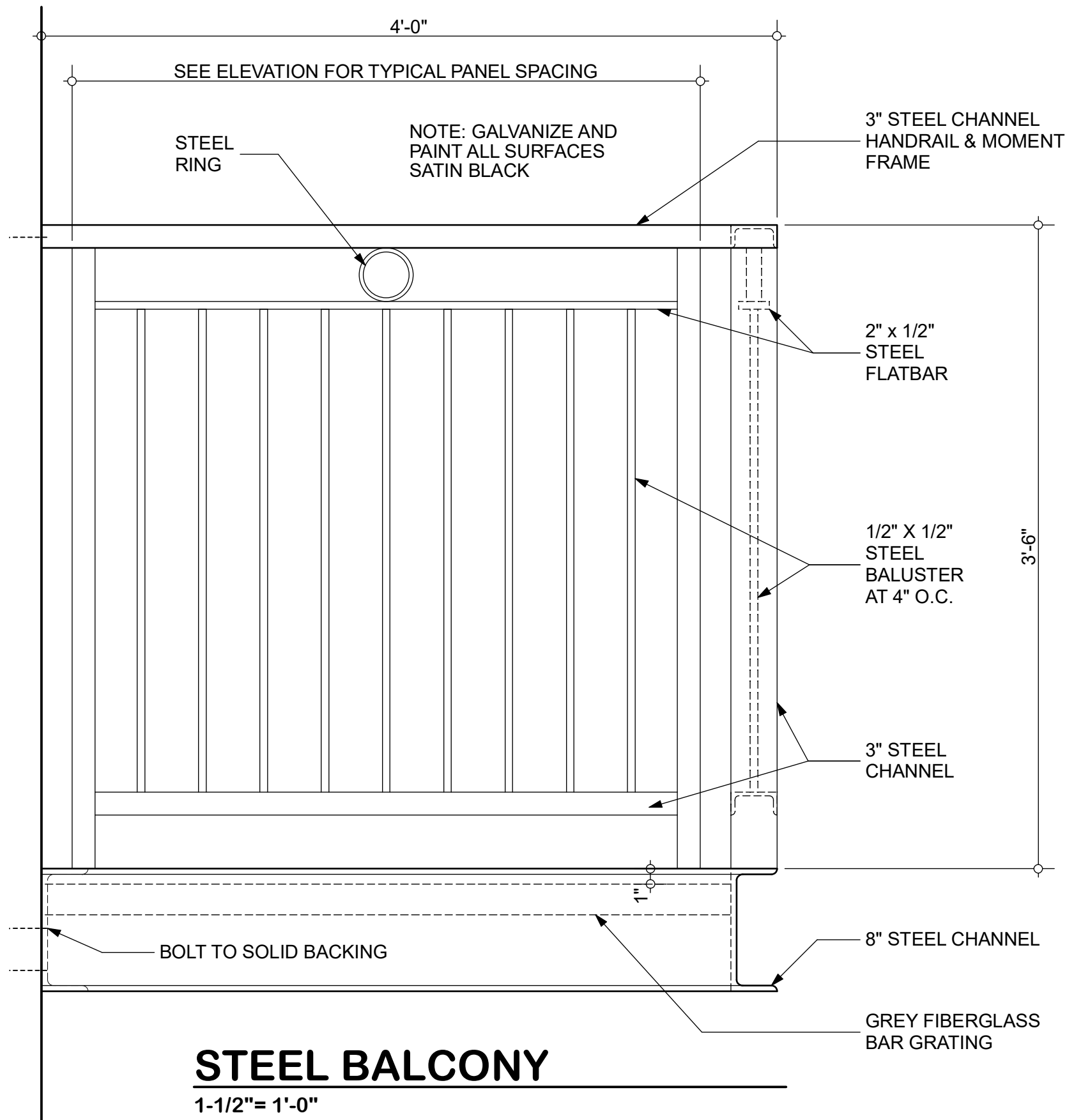
1-1/2"= 1'-0"

Courtyard 21

C8

LUR 21-076261 DZ 080321



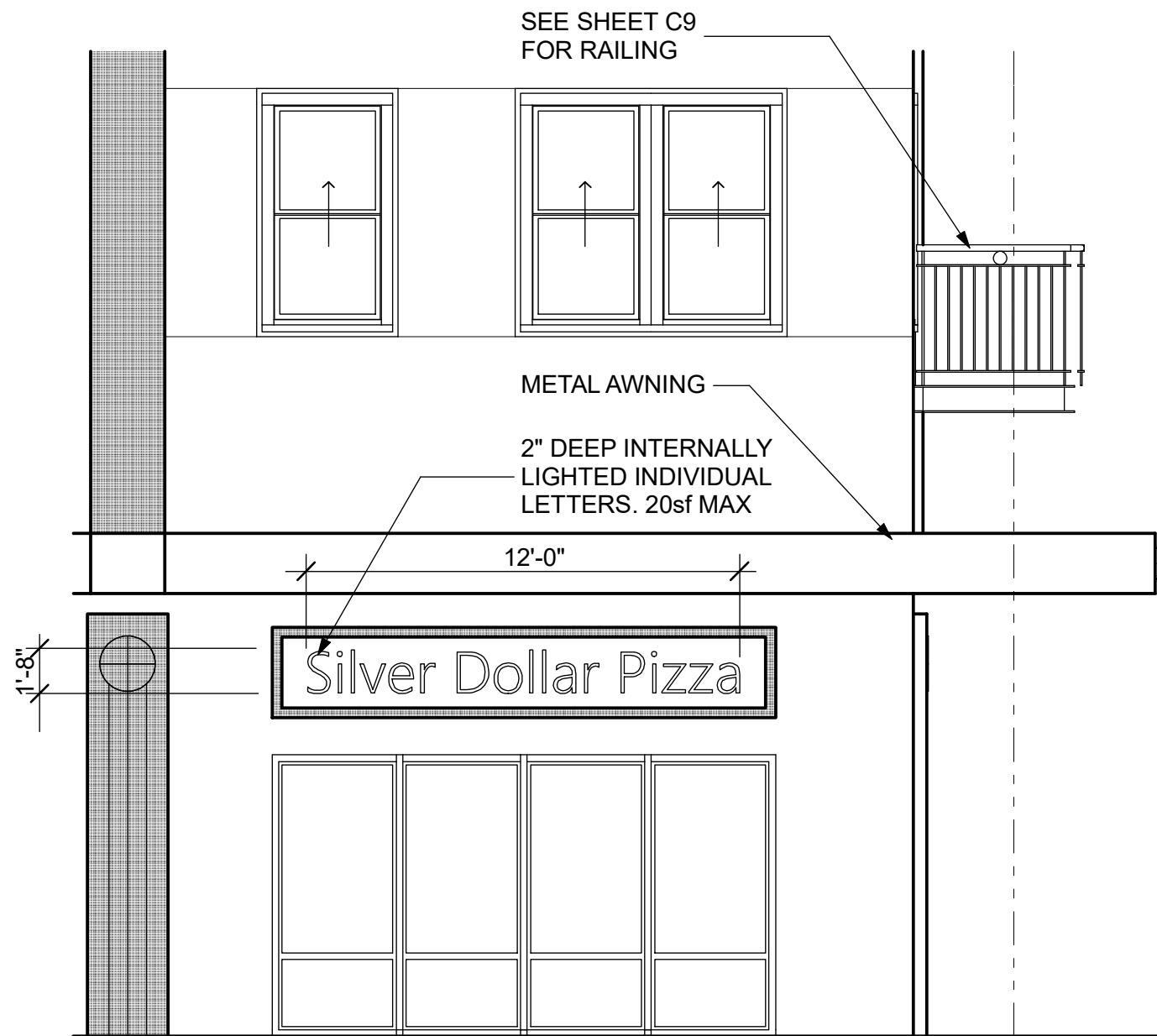


**Courtyard 21**

**C9**

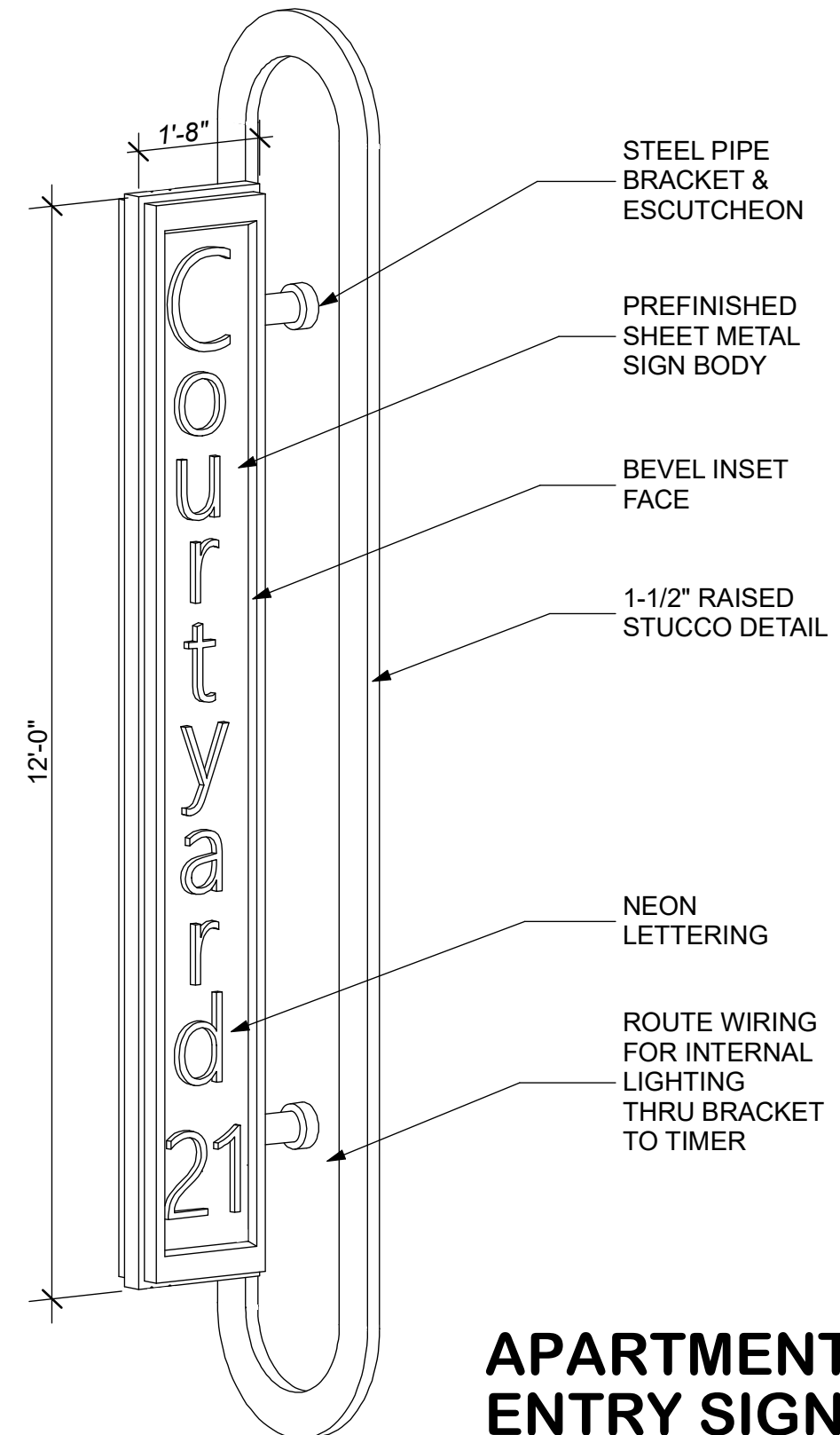
**LUR 21-076261 DZ 080321**





**RESTAURANT SIGN - TYP OF (2)**

1/4" = 1'-0"



**APARTMENT ENTRY SIGN**

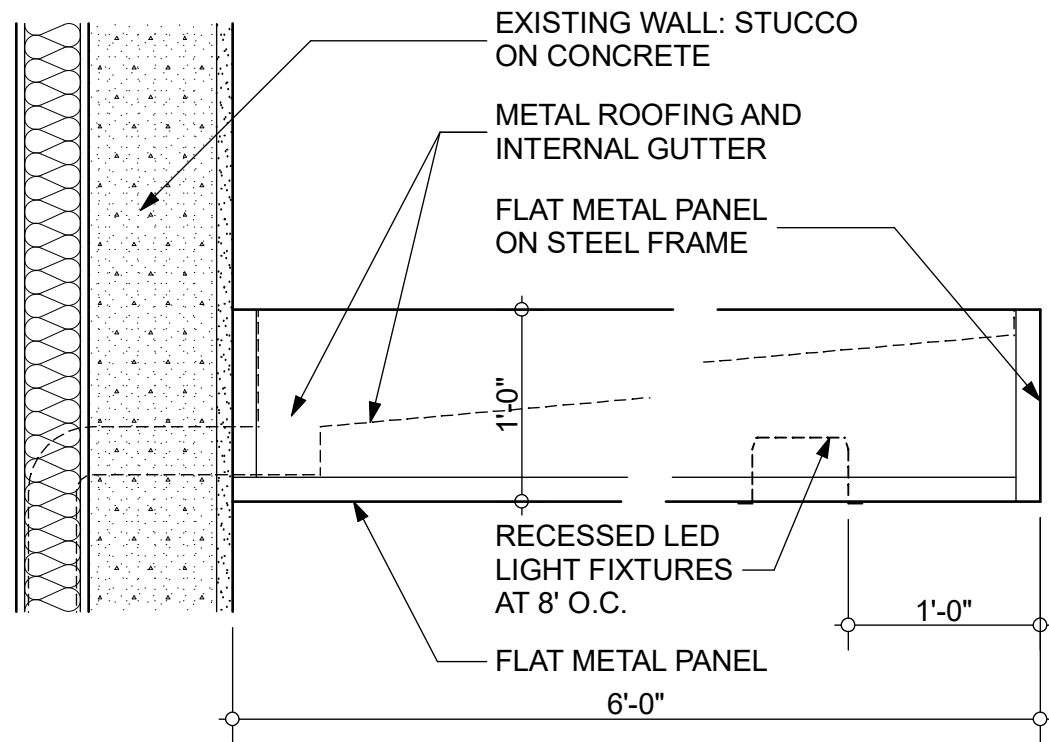
NO SCALE

**Courtyard 21**

**C10**

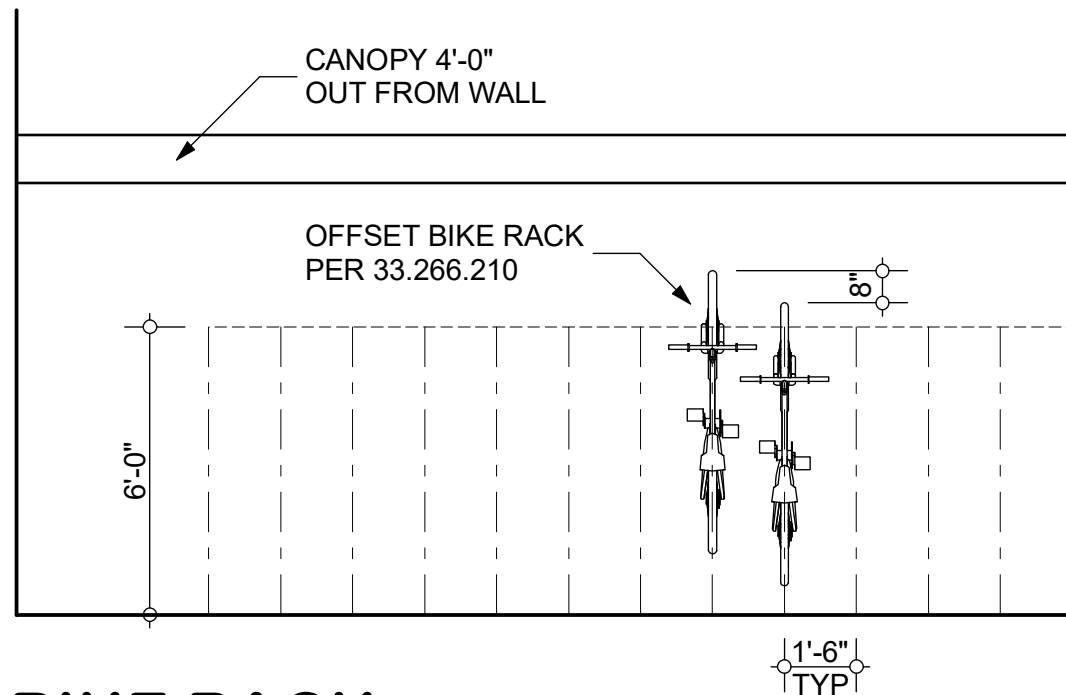
LUR 21-076261 DZ 080321





## CANOPY

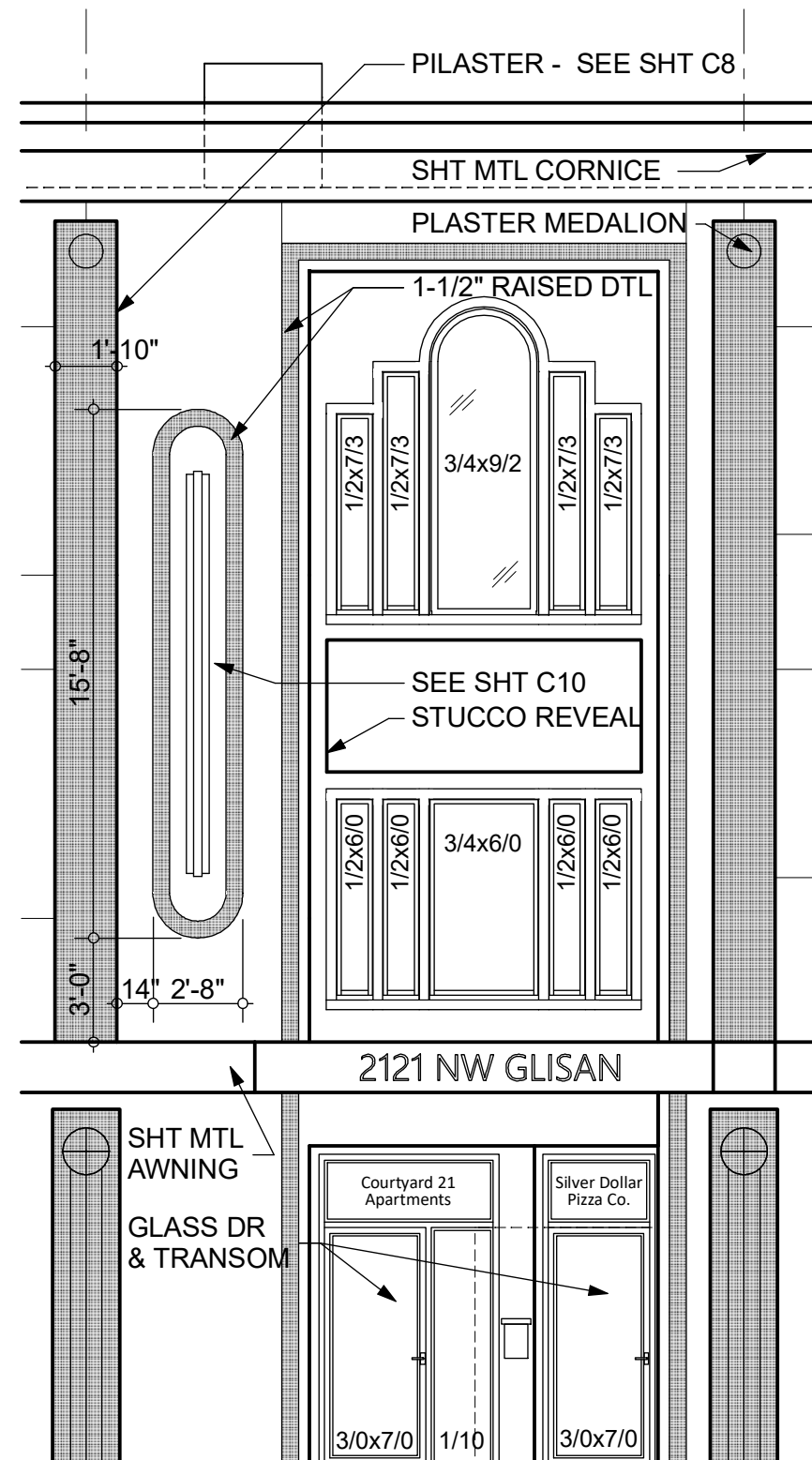
1 = 1'-0"



## BIKE RACK

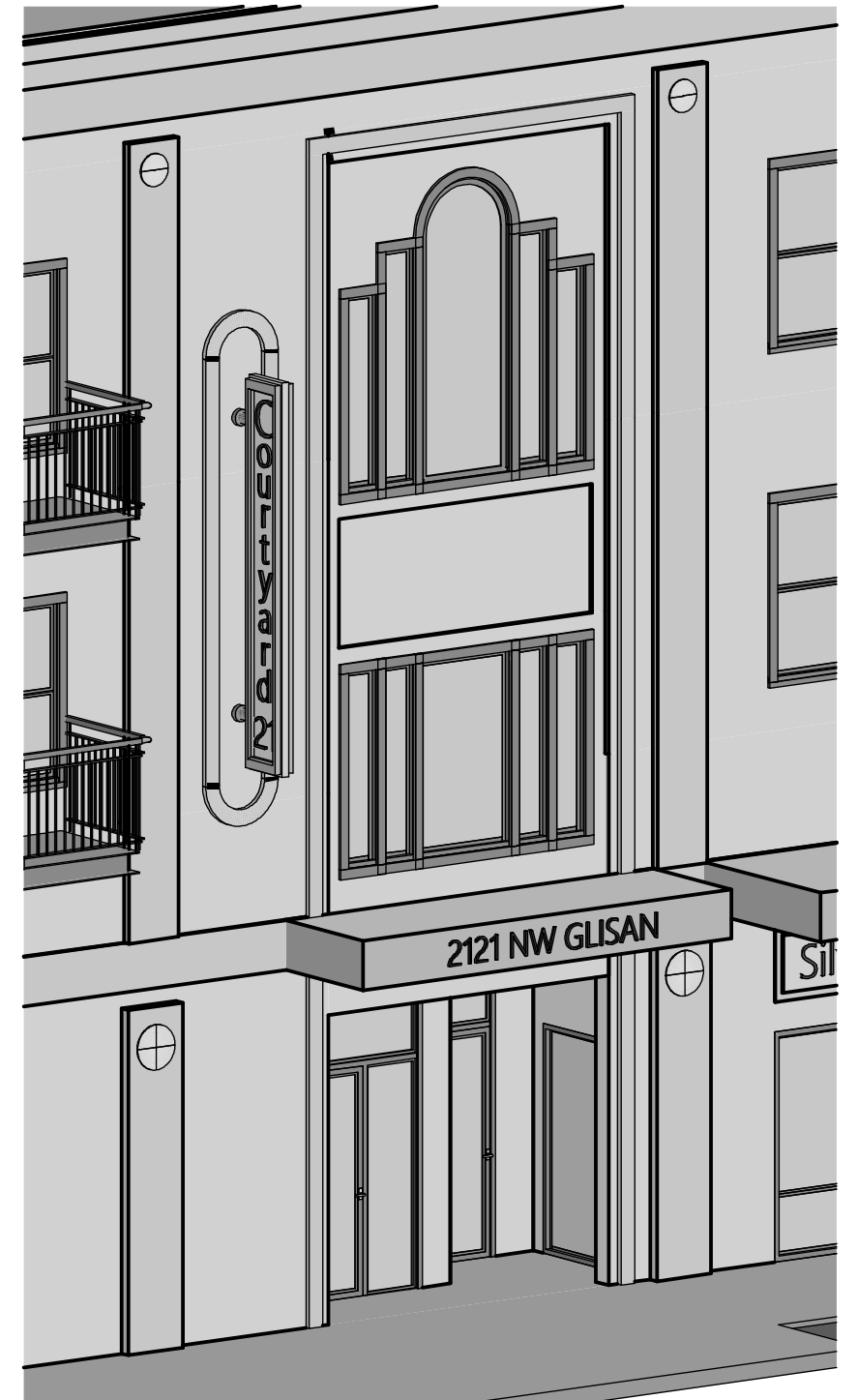
1/4" = 1'-0"

# Courtyard 21



## ENTRY BAY

3/16" = 1'-0"



# C11

LUR 21-076261 DZ 080321





**City of Portland, Oregon**  
**Bureau of Development Services**  
**Land Use Services**  
FROM CONCEPT TO CONSTRUCTION

Dan Ryan, Commissioner  
Rebecca Esau, Director  
Phone: (503) 823-7300  
Fax: (503) 823-5630  
TTY: (503) 823-6868  
[www.portland.gov/bds](http://www.portland.gov/bds)

**Revised STAFF REPORT AND RECOMMENDATION**  
**TO THE HISTORIC LANDMARKS COMMISSION**

CASE FILE: LU 21-076261 HR  
PC # 20-188301  
Courtyard 21  
REVIEW BY: Historic Landmarks Commission  
WHEN: February 28, 2022 @ 1:30pm  
Remote Access: Historic Landmarks Commission Agenda  
<https://www.portlandoregon.gov/bds/HLCagenda>

**Due to the City's Emergency Response to COVID19, this land use hearing will be limited to remote participation via Zoom. Please refer to the instructions included with this notice to observe and participate remotely.**

It is important to submit all evidence to the Historic Landmarks Commission. City Council will not accept additional evidence if there is an appeal of this proposal.

This report has been revised since the original staff report dated January 14, 2022. All revisions are shown as boxed.

**Bureau of Development Services Staff:** Hillary Adam 503-823-8953 /  
[Hillary.Adam@portlandoregon.gov](mailto:Hillary.Adam@portlandoregon.gov)

**GENERAL INFORMATION**

**Applicant:** Jack Lyon [jack@investmentbuilders.net](mailto:jack@investmentbuilders.net) / 503-805-1818  
Investment Builders, LLC  
3411 NE 65th St  
Vancouver, WA 98661

**Owner:** 21 Glisan LLC  
Po Box 4803  
Parker, CO 80134-1462

**Owner Representative:** Brad Johnson [501glisan@dragonreef.com](mailto:501glisan@dragonreef.com) / 303-396-2322  
21 Glisan, LLC  
11640 SW Jody St  
Beaverton, OR 97005

**Site Address:** 501 NW 21ST AVE

**Legal Description:** BLOCK 18 LOT 4, KINGS 2ND ADD  
**Tax Account No.:** R452303010



**State ID No.:** 1N1E33CA 00400  
**Quarter Section:** 3027

**Neighborhood:** Northwest District, contact Greg Theisen at 503-227-5430.  
**Business District:** Nob Hill, contact Nob Hill at nobhillportland@gmail.com.  
**District Coalition:** Neighbors West/Northwest, contact Mark Sieber at 503-823-4212.

**Plan District:** Northwest  
**Other Designations:** Non-contributing resource in the Alphabet Historic District

**Zoning:** CM2(MU-U)m – Commercial Mixed-Use 2 with Centers Main Street overlay and Historic Resource Portetion overlay

**Case Type:** HR – Historic Resource Review  
**Procedure:** Type III, with a public hearing before the Historic Landmarks Commission. The decision of the Historic Landmarks Commission can be appealed to City Council.

**Proposal:**

The applicant proposes to add two stories of apartments over an existing one-story noncontributing building that contains a restaurant in the Alphabet Historic District. The proposed new second and third levels will contain four apartments each, centered around an enclosed courtyard, with a new lobby/stair and recycling/trash room at the ground level.

Historic resource Review is required because the proposal is for non-exempt exterior alterations in a historic district.

**Relevant Approval Criteria:**

In order to be approved, this proposal must comply with the criteria of Title 33. The relevant criteria are:

- Community Design Guidelines
- Historic Alphabet District: Community Design Guidelines Addendum

**ANALYSIS**

**Site and Vicinity:** The subject property is located at the northwest corner of the NW 21<sup>st</sup> Avenue and NW Glisan Street. It is a one-story retail building used as a restaurant – the Silver Dollar Pizza Company. It is Utilitarian in its design with modest Art Deco details. The primary entries face east, along NW 21<sup>st</sup> Avenue. With regard to the interior floor plan, the restaurant kitchen is located along the south wall, along NW Glisan Street.

The following is from the Alphabet Historic District National Register nomination and describes changes to the building over time:

“This commercial building is located on a corner lot and anchors the busy intersection of NW 21st and NW Glisan Street. It is a one-story structure with a modified rectilinear plan, a concrete foundation, and flat roof with metal coping. The roof has a mansard marquee covered with wood shingles. The exterior is primarily sheathed in stucco, with brick trim added in 1973. The south facade is organized into five bays, while the primary (east) facade is divided into two bays. The bays are divided by pilasters with simple Art Deco decoration. The main entrance is located on the east facade. It has glass double doors with a tripartite, imitation stained-glass transom. There are two slab service doors at the south facade. Large, fixed, horizontal, aluminum sash windows predominate. Alterations to this building are extensive. The original doors were replaced in 1950, with a side door covered by



masonry that same year. Two doors were added in 1950. An additional set of doors was added to the south wall in 1964. A single window was added to the south wall in 1964. The front (east) windows were covered in 1966, and the original marquee was replaced in 1973.”

In addition to the changes noted, the property also received a 2009 approval for a wood paneled roll-up door to replace two person doors in the westernmost bay; the garage door that was ultimately installed appears to be steel. In 2011, there was an approval for a windowless roof extension above the westernmost bay; this appears to have been constructed with horizontal siding and includes vinyl windows despite the approved drawing showing neither of these elements. Additionally, at some point between 2016-2017, the wood shingles on the mansard marquee were replaced with metal and there does not appear to be a land use review approving this material change.

With regard to street classifications, both NW 21<sup>st</sup> and NW Glisan are Transit Access Streets, making them both “transit streets”. NW 21<sup>st</sup> is a Neighborhood Collector Street, Neighborhood Main Street, and Major City Walkway. NW Glisan is a Local Service Traffic Street, a City Bikeway and City Walkway.

The Alphabet Historic District is an area of Portland significant for its concentration of intact late 19<sup>th</sup> and early 20<sup>th</sup> Century, mostly middle class, housing stock and small-scale commercial buildings. Of special note are the many mid-sized apartment and institutional buildings. Many of these are in the various Period Revival styles, e.g. Tudor, Spanish Colonial, Byzantine, Jacobean, etc. and this is especially the case in the immediate vicinity of the proposed new development. The area is characterized by a grid of narrower, more tree-lined, east-west residential streets, named alphabetically after prominent Portlanders of the day, which are crossed by generally more robust north-south avenues. Two of these, NW 21<sup>st</sup> Avenue and NW 23<sup>rd</sup> Avenue are low-scale business corridors featuring a mix of purpose-built commercial structures and converted houses.

**Zoning:** The Commercial/Mixed Use 2 (CM2) zone is a medium-scale zone intended for sites in a variety of centers, along corridors, and in other mixed use areas that have frequent transit service. The zone allows a wide range and mix of commercial and residential uses, as well as employment uses that have limited off-site impacts. Buildings in this zone will generally be up to four stories tall unless height and floor area bonuses are used, or plan district provisions specify other height limits. Development is intended to be pedestrian-oriented, provide a strong relationship between buildings and sidewalks, and complement the scale of surrounding residentially zoned areas.

The Historic Resource Protection overlay is comprised of Historic and Conservation Districts, as well as Historic and Conservation Landmarks and protects certain historic resources in the region and preserves significant parts of the region’s heritage. The regulations implement Portland’s Comprehensive Plan policies that address historic preservation. These policies recognize the role historic resources have in promoting the education and enjoyment of those living in and visiting the region. The regulations foster pride among the region’s citizens in their city and its heritage. Historic preservation beautifies the city, promotes the city’s economic health, and helps to preserve and enhance the value of historic properties.

The Centers Main Street “m” overlay zone encourages a mix of commercial, residential and employment uses on the key main streets within town centers and neighborhood centers identified in the Comprehensive Plan. The regulations are intended to encourage a continuous area of shops and services, create a safe and pleasant pedestrian environment, minimize conflicts between vehicles and pedestrians, support hubs of community activity, and foster a dense, urban environment with development intensities that are supportive of transit.



The Northwest Plan District implements the Northwest District Plan, providing for an urban level of mixed-use development including commercial, office, housing, and employment. Objectives of the plan district include strengthening the area's role as a commercial and residential center. The regulations of this chapter: promote housing and mixed-use development; address the area's parking scarcity while discouraging auto-oriented developments; enhance the pedestrian experience; encourage a mixed-use environment, with transit supportive levels of development and a concentration of commercial uses, along main streets and the streetcar alignment; and minimize conflicts between the mixed-uses of the plan district and the industrial uses of the adjacent Guild's Lake Industrial Sanctuary.

The Alphabet Historic District is an area of Portland significant for its concentration of intact late 19<sup>th</sup> and early 20<sup>th</sup> Century, mostly middle class, housing stock and small-scale commercial buildings. Of special note are the many mid-sized apartment and institutional buildings. Many of these are in the various Period Revival styles, e.g. Tudor, Spanish Colonial, Byzantine, Jacobean, etc. and this is especially the case in the immediate vicinity of the proposed new development. The area is characterized by a grid of narrower, more tree-lined, east-west residential streets, named alphabetically after prominent Portlanders of the day, which are crossed by generally more robust north-south avenues. Two of these, NW 21<sup>st</sup> Avenue and NW 23<sup>rd</sup> Avenue are low-scale business corridors featuring a mix of purpose-built commercial structures and converted houses.

**Land Use History:** City records indicate that prior land use reviews include:

- LU 11-179646 HDZ – Historic Design Review approval for a new raised rooftop extension at the west end of the building, reaching a total height of 20'-6".
- LU 09-136346 HDZ – Historic Design Review approval for a new wooden paneled roll-up garage door to replace two existing person doors.

**Agency Review:** A "Notice of proposal in Your Neighborhood" was mailed **January 4, 2022**.

The **Bureau of Parks-Forestry Division** initially responded with the following comment: "Urban Forestry does not recommend approval at this time. It appears that street trees required to be preserved as per UF EA Response EA 21-188301 may be impacted." Please see Exhibit E-1 for additional details.

The applicant worked with Urban Forestry to provide the requested information and a revised response was provided on February 8, 2022. The revised response includes a condition of approval that "no more than 30% of canopy can be pruned from Red Maples along NW 21<sup>st</sup> Avenue for development".

The **Bureau of Transportation Engineering** responded with the following comment: "The applicant will be required to upgrade the corner ADA ramp to current standards as a condition of building permit approval. In addition, any damaged sidewalk sections must be repaired after construction of the apartment addition.

Given the narrow area for construction of the additional units, the sidewalks are likely to be damaged. Reconstruction of the frontages shall be a condition of building permit approval. Since the existing building is to remain and it is constructed to the street property line, no dedication will be required.

The existing driveway curb cut on NW Glisan must be removed unless it leads to a legal parking or loading space per Title 33 standards as interpreted by BDS planners. If BDS determined the curb cut leads to a legal parking/loading space that meets all the development standards in Title 33.266."



PBOT also noted that the NW 21<sup>st</sup> Avenue frontage will need to be reconstructed with a 4.5-6-1.5 configuration and the NW Glisan frontage will need to be reconstructed with a 4.5-6-1.5 configuration. Please see Exhibit E-2 for additional details.

The **Site Development Section of BDS** responded with the following comment: “The applicant must submit a geotechnical report with the building permit application. The geotechnical report must be prepared by an Oregon-registered professional engineer with experience in geotechnical engineering. The report must contain recommendations for site preparation, seismic design, and foundation support. The report must also summarize the engineer’s evaluation of liquefaction.” Please see Exhibit E-3 for additional details.

The **Life Safety Division of BDS** responded with the following comments:

1. A separate Building Permit is required for the work proposed and the proposal must be designed to meet all applicable building codes and ordinances. OSSC 105.1.
2. A separate Mechanical Permit is required for the work proposed OSMC 106.1.
3. It is recommended the applicant request a Preliminary Life Safety Meeting to verify building code requirements. Information about the Preliminary Meeting process is available online at: <https://www.portland.gov/bds/early-assistance/life-safety-preliminary-meetings>.
4. Most occupancy groups and construction types require exterior walls less than 30 feet to a property line to have 1-hour fire-rated construction. Please verify required wall rating based on Table 602.
5. Exterior walls located less than or equal to 10 feet to a property line must be 1-hour fire-rated for exposure to fire from both sides.
6. Exterior walls located more than 10 feet to a property line must be 1-hour fire-rated for exposure to fire from the inside only. OSSC 602.1, 705.5.
7. Openings in exterior walls less than 3 feet to a property line are not allowed. Unprotected openings in exterior walls less than 5 feet to a property line are not allowed in an un-sprinklered building. OSSC 705.8.
8. Doors and windows shall not open or project into the public right-of-way. An approved appeal through PBOT is required for any doors or windows that project into the public right-of-way. OSSC 3202.2

Please see Exhibit E-4 for additional details.

The following Bureaus have responded with no issue or concerns:

- Bureau of Environmental Services
- Fire Bureau
- Water Bureau

*Staff notes the following:*

*On Urban Forestry comments: Staff has included the condition of approval as part of this recommendation.*

*On PBOT comments: The existing parking space was approved in 2009. No changes are proposed; therefore, it is allowed to remain as-is.*

**Neighborhood Review:** A Notice of Proposal in Your Neighborhood was mailed on **January 4, 2022**.

Two written responses have been received from the Neighborhood Association in response to the proposal.

- Northwest District Association, represented by Steve Pinger, wrote on January 11, 2022, noting general support for the addition of upper floors at this important neighborhood intersection, and support for the arrangement of the blade sign and



entry bay. They noted concerns with the building frontages at sidewalk level including canopy design, storefront window size and composition, number of street trees on Glisan, and need for enhanced pedestrian lighting. They also questioned the Mediterranean idiom, durability of synthetic finishes, and over-brightness of white finish. See Exhibit F-1.

- Carol Rentschler, on January 18, 2022, wrote in with concerns about the quality of the design. See Exhibit F-2.

*Staff note:* Staff shared some similar concerns and addressed these concerns in the findings of the original staff report and below.

#### **Procedural History:**

This application was submitted on August 10, 2021 and deemed incomplete on September 9, 2021. Following receipt of some of the requested information, the application was deemed complete on December 8, 2021. A first hearing was scheduled for January 24, 2022. At that hearing, the Commission agreed with the staff report of denial and requested the applicant make changes. A return hearing was scheduled for February 28, 2022.

## **ZONING CODE APPROVAL CRITERIA**

### **Chapter 33.846.060 - Historic Resource Review**

#### **Purpose of Historic Resource Review**

Historic Resource Review ensures the conservation and enhancement of the special characteristics of historic resources.

#### **Historic Resource Review Approval Criteria**

Requests for Historic Resource Review will be approved if the review body finds the applicant has shown that all of the approval criteria have been met.

**Findings:** The site is located within the Alphabet Historic District and the proposal is for a non-exempt treatment. Therefore Historic Resource Review approval is required. The approval criteria are the *Community Design Guidelines* and the *Historic Alphabet District Community Design Guidelines Addendum*.

*Staff has considered all guidelines and addressed only those applicable to this proposal.*

### **Historic Alphabet District - Community Design Guidelines Addendum**

**1. Historic Changes.** Most properties change over time; those changes that have acquired historic significance will be preserved.

**Findings:** The existing building was constructed in 1940, at the end of the period of significance; however, it is designated a non-contributing resource due to multiple alterations over the decades. None of these alterations have acquired historic significance and the changes proposed will not affect their significance or lack thereof. *This guideline is met.*

**2. Differentiate New from Old.** New additions, exterior alterations, or related new construction will retain historic materials that characterize a property to the extent practicable. Replacement materials should be reasonable facsimiles of the historic materials they replace. The design of new construction will be compatible with the historic qualities of the district as identified in the Historic Context Statement.



**Findings:** The proposed design shows that original elements such as the pilasters with simple Art Deco decoration are to remain and will be carried upward in the new addition, though simpler in their design, thus differentiated from the original. While little of the original design remains, the elements that do remain inform the proposed design, thus lending to the compatibility of the proposed addition with the historic district.

Following the first hearing, the applicant has revised the design, including aspects of the original building such as the height of the belly band that stretches around the building. This change was made in response to a staff suggestion that the canopies be made the same height as the belly band for consistency since the canopy is located at the same datum as the belly band. However, the proposed height of the canopies is informed by their engineering requirements; thus, this change to the belly band is intended to match the height of the proposed canopies. No details are provided to indicate the design of the new belly band; though it is worth noting that the existing belly band is divided into two equal bands, divided by a simple horizontal groove, and together sit within a larger recessed field. The proposed solution appears to remove original detailing without a clear expression of what the new belly band might look like, thus offering little in exchange for the removal of original character. Therefore, staff suggests that the existing belly band shall remain as is, and if any areas need to be restored, such as above the pilaster where the brick is to be removed on NW 21st, they shall match this original condition visible at the west end of the south façade. In addition, the drawings should be updated to reflect the grooved character of the belly band so that it is clear that this element will remain and any new portions exposed will match the original.

***This guideline is not met; however, with the following changes, this guideline could be met:***

- ***The existing belly band should remain as is, and if any areas need to be restored, they shall match this original condition visible at the west end of the south façade; and***
- ***The drawings should be updated to reflect the grooved character of the belly band.***

**3. Hierarchy of Compatibility.** Exterior alterations and additions will be designed to be compatible primarily with the original resource, secondarily with adjacent properties, and finally, if located within a historic or conservation district, with the rest of the District. Where practical, compatibility will be pursued on all three levels. New development will seek to incorporate design themes characteristic of similar buildings in the Historic Alphabet District.

**Findings:** In addition to carrying the pilasters into the addition, the proposed upper floors are to be clad in a 3-coat stucco system, which is compatible with the stucco at the ground floor. The applicant also proposes to remove the brick veneer which was added in 1973 and to repair this area with stucco. The half-story addition located at the west end of the building was constructed in 2012 and is clad in lap siding which was not approved. This addition is now noted to be reclad with stucco, as are all elevations.

The Alphabet Historic District has a very rich collection of distinctive apartment building entries. At the prior hearing, staff noted that the proposed entry is a single door next to another single door and that this entry needs to be reconsidered through inspiration from the historic apartment building entries found throughout the district.

The Commission discussed the challenges of this entry with the applicant, recommending that the restaurant egress be relocated or turned to face west to



minimize confusion at the apartment entry. The applicant has elected to maintain the location of restaurant egress, noting that relocating the egress to the side of the recess as discussed at the January 24, 2022 hearing would require relocation of some interior dining tables. The applicant noted that the purpose of each door will be indicated with signage. Staff does not find that this is responsive to Commission comments about the quality of the residential entry. Other improvements have been made to this area such as the introduction of a sidelight at the apartment entry and the separation of the canopy at this bay with changes to the windows at the stair well above as well; however, in order to meet this guideline, the restaurant egress must be turned to face west. Additionally, the residential entry should be further recessed so that there is no jog along the recessed wall. In order to accommodate this, the stairs can be pushed further back as they make a complete loop around the stairwell before reaching the second-floor landing. The applicant has stated that the number of stairs shown are the minimum necessary to reach the second floor, however, the first six stairs could potentially be relocated to the east-west landings thus some steps could be removed to accommodate a more generous lobby area behind the front door. The area reserved for restaurant egress can then be given over to expand the residential lobby into a more generous and inviting space. See image below for an idea of what that could potentially look like.

The prior drawings indicated that vinyl windows were proposed. Following discussion with the Commission at the first hearing, the applicant is now proposing fiberglass single-hung windows at the apartments. The 2012 addition includes existing vinyl windows which were not approved through historic design review, and these are also proposed to be changed to fiberglass. While not clear on the elevation drawings, a note on C8 states that “all windows and doors to be black fiberglass.” It cannot be presumed that this includes the stair/entry bay windows; it must be stated on the drawings and a cutsheet for these specific *fixed* windows must be provided. If aluminum is preferred by the Commission as the appropriate material for these windows, a cutsheet must be provided prior to approval.

The prior staff report noted that not only was the window material important to revise, but the detail of the surround of the windows needed to be considered. The applicant has updated the drawings to show an additional trim piece than previously shown, however, no material is identified. Additionally, only a horizontal window section is provided, so it is not clear if this trim piece continues around the entirety of the window or if the window section is cut at the upper or lower sash. Staff also welcomes the Commission’s comments on whether or not the proposed additional trim piece is enough to satisfy prior concerns about the window surround detailing.

***This guideline is not yet met; however, with the following changes, this guideline could be met:***

- ***Relocation of the restaurant egress to the east wall of the recess, combined with further recessing the wall of the residential entry so that there is no jog in this wall plane;***
- ***Notes added to the drawings indicating the material of the stair/entry bay windows and cutsheets must be provided for these specific windows; and***
- ***Vertical window section must be provided with all materials noted.***

### **Community Design Guidelines**



**P1. Plan Area Character.** Enhance the sense of place and identity by incorporating site and building design features that respond to the area’s desired characteristics and traditions.

**Findings:** The Northwest District Plan identifies this property’s area as a Streetcar Main Street and describes the desired characteristics and traditions as follows: “The Streetcar Era structures that define the character of the main streets, portions of which are located within the Alphabet Historic District, should be preserved or adaptively reused. New development should incorporate architectural features that characterize the district’s main streets, such as large storefront windows, awnings and upper-story residences, and should continue the historic pattern of a continuous frontage of buildings and active uses located close to sidewalks. Large retail developments should be integrated into the main streets’ fine-grain urban pattern and mix of uses through strategies such as including spaces suitable for small tenants along street frontages or by including upper-floor residences. Where appropriate, development should include outdoor space for dining and other activities that contribute to a vibrant urban environment. Disruptions to the continuity of the main street pedestrian environment by curb cuts, driveways, garage fronts and surface parking areas should be avoided.”

The proposal meets this guideline by introducing upper-level residential units atop this one-story non-contributing resource. Additionally, the existing storefront windows along NW 21<sup>st</sup> Avenue will be expanded to provide greater visibility between the interior and exterior.

**This guideline is met.**

**P2. Historic and Conservation Districts.** Enhance the identity of historic and conservation districts by incorporating site and building design features that reinforce the area’s historic significance. Near historic and conservation districts, use such features to reinforce and complement the historic areas.

**Findings:** As is noted under Guideline #3 above, the proposal is achieving compatibility by proposing 3-coat stucco on the upper levels of the new addition and by carrying the existing pilasters up into the upper levels. The introduction of additional floors above this one-story non-contributing resource at this significant corner in the Alphabet Historic District strengthens the historic and dense commercial character of the district.

Since the previous staff report, the applicant has revised the proposal to show that 3-coat stucco is now proposed on all elevations as well as at the 2012 addition. The proposed windows, including those at the 2012 addition, have also been revised to indicate they will be fiberglass, not vinyl. Following the first hearing, the applicant has revised the design of the upper levels to better reflect the character of the existing building which was built in 1940, at the end of the district’s period of significance. The 2-story addition is a bit of a combination of Art Moderne and Art Deco with the streamlined horizontality emphasized with the curved corners and flattened cornice wrapping around the building and verticality highlighted with the pilasters and narrow arched window with stepped sidelights. These revisions to the addition complement the character of the existing building and the district as a whole.

**This guideline is met.**

**P3. Gateways.** Develop or strengthen the transitional role of gateways in adopted community and neighborhood plans.



**Findings:** While this intersection is identified in the Northwest District Plan as a Neighborhood Focal Point, it is not identified as a Gateway. *This guideline is not applicable.*

**E1. The Pedestrian Network.** Create an efficient, pleasant, and safe network of sidewalks and paths for pedestrians that link destination points and nearby residential areas while visually and physically buffering pedestrians from vehicle areas.

**Findings:** PBOT has indicated that the sidewalks will need to be reconstructed to meet current standards, including a new ADA ramp at the corner, but that no dedications will be required.

The applicant is proposing a new canopy to cover the areas currently protected by canopy and will introduce LED lighting to the underside of the canopy to illuminate the sidewalk at night.

The applicant previously proposed landscaped area along the NW 21<sup>st</sup> Avenue frontage where the building is set back from the property line in order to meet a 15% landscaped area Code requirement as part of nonconforming upgrades. The Commission did not believe that this area was appropriate for landscaping in that it is an urban public sidewalk in a commercial district and also located beneath a canopy. The Commission found that this area was better suited for tables and chairs for patrons of the first level restaurant to remain as this seating helps to activate the streetscape. The applicant has thus moved the proposed landscaping to the second-floor courtyard where it can provide a bit of a buffer between this communal space and the apartments that surround it.

***This guideline is met.***

**E2. Stopping Places.** New large-scale projects should provide comfortable places along pedestrian circulation routes where people may stop, visit, meet, and rest.

**E3. The Sidewalk Level of Buildings.** Create a sense of enclosure and visual interest to buildings along sidewalks and pedestrian areas by incorporating small scale building features, creating effective gathering places, and differentiating street level facades.

**Findings:** As is noted in the findings immediately above, the existing condition offers café seating beneath a canopy along the NW 21<sup>st</sup> Avenue and NW Glisan Street frontages. The revised proposal shows the landscaped area that was originally proposed in this location to be relocated to the second-floor courtyard. The two required short-term bicycle parking spaces have been relocated to the NW 21<sup>st</sup> Avenue frontage within the boundary of the property, however, the rest of this space will remain open and available for café seating.

***This guideline is met.***

**E4. Corners that Build Active Intersections.** Create intersections that are active, unified, and have a clear identity through careful scaling detail and location of buildings, outdoor areas and entrances.

**Findings:** The proposal at the ground level has been revised to show an increase in the amount of storefront glazing on both frontages, where possible. As was discussed at the January 24, 2022 hearing, the existing walls are made of concrete and act as shear walls, thus reducing the ability to increase the width of openings, however, the height



has been increased by removing the bulkheads below the storefronts on the east façade. The storefronts are not shown to be operable as was discussed as a possibility at the hearing on January 24, 2022. On the south façade, the interior layout of the restaurant kitchen, which is to remain unchanged, makes substantial revisions to the south façade infeasible.

At the first hearing, the Commission discussed ways to make the combined residential entry/restaurant egress more successful, including relocating the restaurant egress to the east wall of the recess. This change has not been made and the entry is largely as it was on January 24, 2022. Staff has addressed this issue above under ABC Guideline #3 and includes those comments again here. In order for the ground level to be successful, the restaurant egress should be relocated to the east wall of the recess, with the residential entry further recessed into a single wall plane. By expanding the residential lobby in this way, retail activity will be concentrated at the east with residential activity more clearly distinguished and protected on the south.

The revised design further emphasizes the corner by carrying the existing curved corner up into the second and third floors. The apartment signage is proposed to remain in the second bay as to highlight the location of the apartment entry. The ground level café seating area is proposed to remain which will help to activate this corner. The canopy, signage, and outdoor café seating help mark this corner which is a Neighborhood Focal Point.

***This guideline is not met; however, with the following changes this guideline could be met:***

- ***Relocation of the restaurant egress to the east wall of the recess, combined with further recessing the wall of the residential entry so that there is no jog in this wall plane.***

**E5. Light, Wind, and Rain.** Enhance the comfort of pedestrians by locating and designing buildings and outdoor areas to control the adverse effects of sun, shadow, glare, reflection, wind, and rain.

**Findings:** The proposal includes a canopy extending nearly the length of the existing canopy. While previously shown to wrap the full length of the existing canopy, the revised proposal shows that the canopy will be broken at the pilasters and the canopy over the residential entry will be distinct from the restaurant canopy. This design provides almost the same amount of coverage but is better integrated with the design of the building. This canopy will help protect pedestrians from rain and sun.

Staff notes that the Neighborhood Association expressed concern about the brightness of the stucco as represented in the rendering. A bright white stucco may result in some glare that could be toned down with a more neutral color; however, Art Moderne buildings were often white in color.

***This guideline is met.***

**D1. Outdoor Areas.** When sites are not fully built on, place buildings to create sizable, usable outdoor areas. Design these areas to be accessible, pleasant, and safe. Connect outdoor areas to the circulation system used by pedestrians.

**D3. Landscape Features.** Enhance site and building design through appropriate placement, scale, and variety of landscape features.



**Findings for D1 & D3:** The building's footprint is already established at the property line on the south side and slightly recessed on the east. The previous proposal showed landscaping to be included in the recessed area along NW 21<sup>st</sup> in order to comply with the landscaping requirement as part of nonconforming upgrades. However, as was discussed at the January 24, 2022 hearing, landscaping is not appropriate in this location. As such, the Commission suggested that this area should be kept clear for café seating and any landscaping should be provided at the second floor courtyard or the roof. The revised proposal shows landscaping now provided at the second-floor courtyard which will help provide some privacy to the apartments that face the courtyard.

***This guideline met.***

**D2. Main Entrances.** Make the main entrances to houses and buildings prominent, interesting, pedestrian-accessible, and transit-oriented.

**Findings:** The new main entry to the residential units is located one bay west of the easternmost bay on the south side and is paired with the restaurant egress door. The two doors are justified to the east of this bay due to the interior layout of the restaurant kitchen which is not proposed to be altered as part of this proposal. The applicant is proposing that the two doors be glazed with glazed transoms in order to not reduce the amount of ground floor glazing on this level and ensure transparency at these entries. A sidelight is also proposed at the residential entry to further increase glazing.

The previous proposal showed an arched window highlighting the entry/stair bay. The Commissioners described this arch as Romanesque and not in keeping with the existing building and the proposed addition. The applicant has revised this window to one with a vertical emphasis with stepped sidelights, more in keeping with Art Deco design. This window pattern is carried down to the second level windows, separated by a spandrel of stucco. The proposed entry/stair bay glazing scheme is more in keeping with the existing building than was the previous scheme and allows the entry location to be easily identified. It provides interest by adding a bit of drama to this modestly-scaled building, without overwhelming the design motif. However, no details are shown for how these windows are set within the wall plane, the depth or material of the window surrounds, nor the depth or material of the spandrel detail between the windows. Dimensioned horizontal and vertical sections should be provided for this significant architectural detail as it will be a major focal point on the building.

***This guideline is not met; however, with the following changes, this guideline could be met:***

- ***Dimensioned horizontal and vertical sections must be provided for the stair/entry bay windows showing all changes in plane and clearly identifying all materials.***

**D4. Parking Areas and Garages.** Integrate parking in a manner that is attractive and complementary to the site and its surroundings. Locate parking in a manner that minimizes negative impacts on the community and its pedestrians. Design parking garage exteriors to visually respect and integrate with adjacent buildings and environment.

**Findings:** The existing parking area was approved in 2009 and will remain as-is. The trash area, previously shown to be located in this location with a revised parking area, has been relocated further east, accommodated by a reduction in restaurant cooler size, so as to allow the parking area to remain as-is.



***This guideline is met.***

**D5. Crime Prevention.** Use site design and building orientation to reduce the likelihood of crime through the design and placement of windows, entries, active ground level uses, and outdoor areas.

**Findings:** The proposal shows LED lighting at the underside of the canopy, thus providing illumination to this area of the building. The building also has plentiful windows at the upper floors as well as balconies that will offer “eyes on the street”.  
*This guideline is met.*

**D6. Architectural Integrity.** Respect the original character of buildings when making modifications that affect the exterior. Make additions compatible in scale, color, details, material proportion, and character with the existing building.

**Findings:** The existing noncontributing building will remain primarily intact with minor alterations to the existing façade. The new addition will be constructed directly on top of the existing, with the two additional floors resulting in a proportionally scaled building for this 5,000sf footprint. The existing pilasters at the ground floor will be carried up into the upper floors with stucco detailing, though the new pilasters will be simpler and narrower than the existing wide fluted pilasters. The round detailing at the top of the existing pilasters is repeated at the top of the new pilasters with plaster medallions, for which we do not have drawing details identifying materials, dimension, or any potential design other than that they are round. The round detailing also reappears in the new addition in the metal balcony railings, the arched detail of the extended entry, the detailing around the blade sign, the rounded corner of the canopy, and the curved corners at the south end of the building.

The proposed exterior material of the addition is to be 3-coat stucco, which is compatible with the concrete ground level stucco. The existing brick veneer which was installed in 1973 will be removed and replaced/repared with 3-coat stucco to match the original condition. In addition, the 2012 second-floor addition will also be reclad in stucco for overall coherency.

***This guideline is not met; however, with the following changes, this guideline could be met:***

- ***Details must be provided of the round medallions, identifying material, dimension, and any potential design motif.***

**D7. Blending into the Neighborhood.** Reduce the impact of new development on established neighborhoods by incorporating elements of nearby, quality buildings such as building details, massing, proportions, and materials.

**Findings:** The subject property is located at a designated Neighborhood Focal Point per the Northwest District Plan and is therefore considered a highly visible corner in the neighborhood and in this historic district. Because of this level of visibility, ensuring the addition’s compatibility with the historic character of the district is paramount. The addition of residential units above the ground floor of this existing non-contributing resource is supported and has the potential to further strengthen the significance of this corner on the commercial corridor. The proposal for a 3-coat stucco clad addition is appropriate and compatible with the existing building and the district as a whole.



Since the first hearing, the proposal has been revised to show a more modest cornice, fiberglass windows instead of vinyl, curved corners which take cues from the existing building, and larger storefront windows.

***This guideline is met.***

**D8. Interest, Quality, and Composition.** All parts of a building should be interesting to view, of long lasting quality, and designed to form a cohesive composition.

**Findings:** Staff and the Commission had previously identified concerns related to interest, quality, and composition. The design has since been revised and meets this guideline in the following ways:

- The previously proposed vinyl windows at the upper levels have been revised to fiberglass, which is more compatible with the historic district.
- Three-coat stucco is now proposed on all elevations, including on the 2012 addition for a more cohesive and high-quality expression.
- The landscaping previously proposed at the ground floor of NW 21<sup>st</sup> Avenue has been relocated to the second-floor courtyard which is more appropriate for this urban commercial district.
- The residential canopy is now distinct from the retail canopy, with the canopy broken at the pilasters.
- The northernmost windows on the east façade have been shifted away from the building edge and the northern edge of the building is now more substantial.
- Greater symmetry and cohesion in the fenestration pattern has now been achieved in that the upper and lower windows now have a stronger vertical alignment with each other.
- The previously proposed sliding balcony doors at the upper levels have been revised to in-swinging single doors, which is more compatible with the historic district.
- The post-supported deck at the west façade has been removed and replaced with a balcony on the south façade.

Despite these advances, some additional assurances may be required to ensure that other aspects of the proposal meet this guideline including:

- The restaurant egress must be relocated to the east wall of the recess, combined with further recessing the wall of the residential entry so that there is no jog in this wall plane.
- Dimensioned horizontal and vertical sections must be provided for the stair/entry bay windows showing all changes in plane and clearly identifying all materials.
- At the January 24, 2022 hearing, the Commission also requested a vertical section detail showing how the new addition will sit atop the existing building. These details must be provided.
- Notes must be added to the drawings indicating the material of the stair/entry bay windows and cutsheets must be provided for these specific windows.
- Vertical window sections must be provided with all materials noted to analyze the quality of these details.
- The existing belly band should remain as is, and if any areas need to be restored, they shall match this original condition visible at the west end of the south façade and the drawings should be updated to reflect the grooved character of the belly band.
- Details must be provided of the round medallions, identifying material, dimension, and any potential design motif to analyze the quality of these details.



- Staff previously suggested that the metal panel used for the parapet cap and architectural detailing should be gauge of 20 at a minimum to prevent oil canning. The applicant is proposing 22 gauge. The cornice is now also shown to wrap around the curved corner of the building. In order to ensure that this will be a smooth transition around the corner, staff suggests that the curved metal parapet shall be manufactured at a custom radius rather than folded and bent in the field and that all metal panel shall be 20 gauge.
- Staff previously noted that the interior walls of the entry recess were not identified but should be identified as stucco. This note has not been added here, nor is it added at the interior walls of the courtyard. For coherency, notes must be added to the drawings clearly indicating that all exterior walls, including the recess and courtyard shall be 3-coat stucco.
- At the first hearing, Commissioners asked for additional details on the stucco, including the finish and texture. A detail, such as a close-up precedent image must be provided.
- The proposal still does not include sufficient details for the proposed signage; therefore, all signage details should be removed from the drawings as a future a separate review will be required for all new signage on the building, except for addressing.
- At the first hearing, the Commission commented on the incompatible quality of the boxy canopy design. The Commission also noted the incompatible quality of the balconies' C-channel design. They suggested that both the canopies and the balconies should be redesigned in a manner that is informed by the Art Moderne style of the building. This must be revised.
- The Commission also asked for drawing details showing how the balconies and canopies attach to the stucco. These details must be provided.
- The drawings must make clear that no conduit shall be exposed on the facades' exterior and shall be routed through the building walls.

***This guideline is not yet met, however, with the following changes, this guideline could be met.:***

- ***The restaurant egress must be relocated to the east wall of the recess, combined with further recessing the wall of the residential entry so that there is no jog in this wall plane.***
- ***Dimensioned horizontal and vertical sections must be provided for the stair/entry bay windows showing all changes in plane and clearly identifying all materials.***
- ***At the January 24, 2022 hearing, the Commission also requested a vertical section detail showing how the new addition will sit atop the existing building. These details must be provided.***
- ***Notes must be added to the drawings indicating the material of the stair/entry bay windows and cutsheets must be provided for these specific windows.***
- ***Vertical window sections must be provided with all materials noted to analyze the quality of these details.***
- ***The existing belly band should remain as is, and if any areas need to be restored, they shall match this original condition visible at the west end of the south façade and the drawings should be updated to reflect the grooved character of the belly band.***
- ***Details must be provided of the round medallions, identifying material, dimension, and any potential design motif to analyze the quality of these details.***



- *Staff previously suggested that the metal panel used for the parapet cap and architectural detailing should be gauge of 20 at a minimum to prevent oil canning. The applicant is proposing 22 gauge. The cornice is now also shown to wrap around the curved corner of the building. In order to ensure that this will be a smooth transition around the corner, staff suggests that the curved metal parapet shall be manufactured at a custom radius rather than folded and bent in the field and that all metal panel shall be 20 gauge.*
- *Staff previously noted that the interior walls of the entry recess were not identified but should be identified as stucco. This note has not been added here, nor is it added at the interior walls of the courtyard. For coherency, notes must be added to the drawings clearly indicating that all exterior walls, including the recess and courtyard shall be 3-coat stucco.*
- *At the first hearing, Commissioners asked for additional details on the stucco, including the finish and texture. A detail, such as a close-up precedent image must be provided.*
- *The proposal still does not include sufficient details for the proposed signage; therefore, all signage details should be removed from the drawings as a future a separate review will be required for all new signage on the building, except for addressing.*
- *At the first hearing, the Commission commented on the incompatible quality of the boxy canopy design. The Commission also noted the incompatible quality of the balconies' C-channel design. They suggested that both the canopies and the balconies should be redesigned in a manner that is informed by the Art Moderne style of the building. This must be revised.*
- *The Commission also asked for drawing details showing how the balconies and canopies attach to the stucco. These details must be provided.*
- *The drawings must make clear that no conduit shall be exposed on the facades' exterior and shall be routed through the building walls.*

## DEVELOPMENT STANDARDS

Unless specifically required in the approval criteria listed above, this proposal does not have to meet the development standards in order to be approved during this review process. The plans submitted for a building or zoning permit must demonstrate that all development standards of Title 33 can be met, or have received an Adjustment or Modification via a land use review prior to the approval of a building or zoning permit.

## CONCLUSIONS

The purpose of the Historic Resource Review process is to ensure that additions, new construction, and exterior alterations to historic resources do not compromise their ability to convey historic significance. Due to lack of detail for some aspects of the design and the need for refinement on certain areas of the design, this proposal does not yet meet the applicable Historic Resource Review criteria and therefore does not warrant approval.

## TENTATIVE STAFF RECOMMENDATION

(May be revised upon receipt of new information at any time to the Historic Landmarks Commission decision)



Staff recommends denial of the proposal as currently presented due to the following concerns:

- The restaurant egress must be relocated to the east wall of the recess, and the residential entry wall must be further recessed so that there is no jog in this wall plane.
- Dimensioned horizontal and vertical sections must be provided for the stair/entry bay windows showing all changes in plane and clearly identifying all materials.
- At the January 24, 2022 hearing, the Commission also requested a vertical section detail showing how the new addition will sit atop the existing building. These details must be provided.
- Notes must be added to the drawings indicating the material of the stair/entry bay windows and cutsheets must be provided for these specific windows.
- Vertical window sections must be provided with all materials noted to analyze the quality of these details.
- The existing belly band should remain as is, and if any areas need to be restored, they shall match this original condition visible at the west end of the south façade and the drawings should be updated to reflect the grooved character of the belly band.
- Details must be provided of the round medallions, identifying material, dimension, and any potential design motif to analyze the quality of these details.
- Staff previously suggested that the metal panel used for the parapet cap and architectural detailing should be gauge of 20 at a minimum to prevent oil canning. The applicant is proposing 22 gauge. The cornice is now also shown to wrap around the curved corner of the building. In order to ensure that this will be a smooth transition around the corner, staff suggests that the curved metal parapet shall be manufactured at a custom radius rather than folded and bent in the field and that all metal panel shall be 20 gauge.
- Staff previously noted that the interior walls of the entry recess were not identified but should be identified as stucco. This note has not been added here, nor is it added at the interior walls of the courtyard. For coherency, notes must be added to the drawings clearly indicating that all exterior walls, including the recess and courtyard shall be 3-coat stucco.
- At the first hearing, Commissioners asked for additional details on the stucco, including the finish and texture. A detail, such as a close-up precedent image must be provided.
- The proposal still does not include sufficient details for the proposed signage; therefore, all signage details should be removed from the drawings as a future a separate review will be required for all new signage on the building, except for addressing.
- At the first hearing, the Commission commented on the incompatible quality of the boxy canopy design. The Commission also noted the incompatible quality of the balconies' C-channel design. They suggested that both the canopies and the balconies should be redesigned in a manner that is informed by the Art Moderne style of the building. This must be revised.
- The Commission also asked for drawing details showing how the balconies and canopies attach to the stucco. These details must be provided.



- The drawings must make clear that no conduit shall be exposed on the facades' exterior and shall be routed through the building walls.

=====

**Procedural Information.** The application for this land use review was submitted on August 10, 2021, and was determined to be complete on December 8, 2021.

*Zoning Code Section 33.700.080* states that Land Use Review applications are reviewed under the regulations in effect at the time the application was submitted, provided that the application is complete at the time of submittal, or complete within 180 days. Therefore this application was reviewed against the Zoning Code in effect on August 10, 2021.

*ORS 227.178* states the City must issue a final decision on Land Use Review applications within 120-days of the application being deemed complete. The 120-day review period may be waived or extended at the request of the applicant. In this case, the applicant did not waive or extend the 120-day review period. Unless further extended by the applicant, **the 120 days will expire on: April 7, 2022.**

**Some of the information contained in this report was provided by the applicant.** As required by Section 33.800.060 of the Portland Zoning Code, the burden of proof is on the applicant to show that the approval criteria are met. The Bureau of Development Services has independently reviewed the information submitted by the applicant and has included this information only where the Bureau of Development Services has determined the information satisfactorily demonstrates compliance with the applicable approval criteria. This report is the recommendation of the Bureau of Development Services with input from other City and public agencies.

**This report is not a decision. The review body for this proposal is the Landmarks Commission who will make the decision on this case.** This report is a recommendation to the Landmarks Commission by the Bureau of Development Services. The review body may adopt, modify, or reject this recommendation. The Landmarks Commission will make a decision about this proposal at the hearing or will grant a continuance. Any new written testimony should be emailed to **Hillary Adam** at [Hillary.Adam@PortlandOregon.gov](mailto:Hillary.Adam@PortlandOregon.gov). If you cannot email comments and must mail comments via USPS mail, your comments to the Landmarks Commission can be mailed c/o the Landmarks Commission, 1900 SW Fourth Ave., Suite 5000, Portland, OR 97201.

**Please note regarding USPS mail:** If you choose to mail written testimony via USPS, due to the Covid-19 Emergency, USPS mail is only received a couple times a week, and testimony must be received before the close of the record. Therefore, please mail testimony well in advance of the hearing date.

If you are interested in viewing information in the file, please contact the planner listed on this decision. The planner can provide information over the phone or via email. Please note that due to COVID-19 and limited accessibility to files, only digital copies of material in the file are available for viewing. A digital copy of the Portland Zoning Code is available on the internet at <http://www.portlandoregon.gov/zoningcode>.

You will receive mailed notice of the decision if you write a letter received before the hearing or testify at the hearing, or if you are the property owner or applicant. This Staff Report will be posted on the Bureau of Development Services website. Look at [www.portlandonline.com](http://www.portlandonline.com). On the left side of the page use the search box to find Development Services, then click on the Zoning/Land Use section, select Notices and Hearings. Land use review notices are listed by the District Coalition shown at the beginning of this document. You may review the file on this



case at the Development Services Building at 1900 SW Fourth Ave., Suite 5000, Portland, OR 97201.

**Appeal of the decision.** The decision of the Historic Landmarks Commission may be appealed to City Council, who will hold a public hearing. If you or anyone else appeals the decision of the review body, only evidence previously presented to the review body will be considered by the City Council.

**Who can appeal:** You may appeal the decision only if you write a letter which is received before the close of the record for the hearing, if you testify at the hearing, or if you are the property owner/applicant. **Appeals must be filed within 14 days of the decision. An appeal fee of \$5,513.00 will be charged (one-half of the BDS LUS application fee for this case).**

Additional information on how to file and the deadline for filing an appeal will be included with the decision. Assistance in filing the appeal and information on fee waivers are available from the Bureau of Development Services website:

<https://www.portlandoregon.gov/bds/article/411635>. Neighborhood associations recognized by the Office of Neighborhood Involvement may qualify for a waiver of the appeal fee provided that the association has standing to appeal. The appeal must contain the signature of the Chair person or other person authorized by the association, confirming the vote to appeal was done in accordance with the organization's bylaws.

Neighborhood associations, who wish to qualify for a fee waiver, must complete the Type III Appeal Fee Waiver Request for Organizations Form and submit it prior to the appeal deadline. The Type III Appeal Fee Waiver Request for Organizations Form contains instructions on how to apply for a fee waiver, including the required vote to appeal.

**Recording the final decision.**

If this Land Use Review is approved the final decision will be recorded with the Multnomah County Recorder.

- *Unless appealed*, the final decision will be recorded after the day following the last day to appeal.

The applicant, builder, or a representative does not need to record the final decision with the Multnomah County Recorder.

For further information on your recording documents please call the Bureau of Development Services Land Use Services Division at 503-823-0625.

**Expiration of the approval.** An approval expires three years from the date the final decision is rendered unless a building permit has been issued, or the approved activity has begun.

Where a site has received approval for multiple developments, and a building permit is not issued for all of the approved development within three years of the date of the final decision, a new land use review will be required before a permit will be issued for the remaining development, subject to the Zoning Code in effect at that time.

Zone Change and Comprehensive Plan Map Amendment approvals do not expire.

**Applying for your permits.** A building permit, occupancy permit, or development permit must be obtained before carrying out this project. At the time they apply for a permit, permittees must demonstrate compliance with:

- All conditions imposed here.



- All applicable development standards, unless specifically exempted as part of this land use review.
- All requirements of the building code.
- All provisions of the Municipal Code of the City of Portland, and all other applicable ordinances, provisions and regulations of the city.

**The Bureau of Development Services is committed to providing equal access to information and hearings. Please notify us no less than five business days prior to the event if you need special accommodations. Call 503-823-7300 (TTY 503-823-6868).**

Hillary Adam

February 17, 2022

**EXHIBITS – NOT ATTACHED UNLESS INDICATED**

A. Applicant's Statement
<ol style="list-style-type: none"> <li>1. Project Summary</li> <li>2. Original Drawing Submittal</li> <li>3. Appendix Drawings</li> <li>4. Zoning Analysis</li> <li>5. Fire Flow Report</li> <li>6. Geotech Report</li> <li>7. Pre-App Summary Notes</li> <li>8. Request to Deem Complete</li> <li>9. Revised Narrative</li> <li>10. Revised Drawings</li> <li>11. Revised Appendix</li> </ol>
B. Zoning Map (attached)
C. Plan & Drawings
<ol style="list-style-type: none"> <li>1. Cover Sheet</li> <li>2. Site Plan (attached)</li> <li>3. Second Floor Plan</li> <li>4. Third Floor Plan</li> <li>5. Roof Plan</li> <li>6. West Elevation</li> <li>7. East Elevation (attached)</li> <li>8. North Elevation</li> <li>9. South Elevation (attached)</li> <li>10. Site Utilities Plan</li> <li>11. Storefront Specs and Stucco Detail</li> <li>12. Window Specs and Wall Section Detail</li> <li>13. Balcony and Cornice Detail</li> <li>14. Signs (not recommended for approval)</li> <li>15. Canopy and Entry Details</li> </ol>
D. Notification information:
<ol style="list-style-type: none"> <li>1. Request for response</li> <li>2. Posting letter sent to applicant</li> <li>3. Notice to be posted</li> <li>4. Applicant's statement certifying posting</li> <li>5. Mailed notice</li> <li>6. Mailing list</li> </ol>
E. Agency Responses:
<ol style="list-style-type: none"> <li>1. Bureau of Parks, Forestry Division</li> </ol>



2. Bureau of Transportation Engineering and Development Review
3. Site Development Review Section of BDS
4. Life Safety Division of BDS
5. Bureau of Environmental Services
6. Fire Bureau

7. Bureau of Parks, Forestry Division, revised response
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F. Letters

1. Northwest District Association, represented by Steve Pinger, wrote on January 11, 2022, noting general support for the addition of upper floors and noting some concerns with the design.
2. Carol Annino Rentschler, on January 18, 2022, wrote in opposition, with concerns about the quality of design.

G. Other

1. Original LUR Application
2. Incomplete Letter, dated September 9, 2022

H. Hearing

1. Staff Report, dated January 14, 2022
2. Staff Presentation, dated January 24, 2022
3. Drawings for January 24, 2022 Hearing
4. Extension Form, dated January 27, 2022





**City of Portland, Oregon**  
**Bureau of Development Services**  
**Land Use Services**  
FROM CONCEPT TO CONSTRUCTION

Dan Ryan, Commissioner  
Rebecca Esau, Director  
Phone: (503) 823-7300  
Fax: (503) 823-5630  
TTY: (503) 823-6868  
[www.portland.gov/bds](http://www.portland.gov/bds)

## Type III Land Use Review

# MEMORANDUM

**Date:** February 18, 2022  
**To:** Historic Landmarks Commission  
**From:** Hillary Adam, Design / Historic Review Team  
503-823-8953 | [hillary.adam@portlandoregon.gov](mailto:hillary.adam@portlandoregon.gov)  
**Re:** LU 21-076261 HR – Courtyard 21  
Type III Design Review– January 24, 2022

This memo is regarding the upcoming continued Type III hearing on February 28, 2022 for Courtyard 21. The following supporting documents are available as follows:

- Staff Report – (attached)
- Drawings – (attached). Note, Commissioners who requested hard copies will receive the drawing set via standard US mail.
- Guideline matrix

### I. PROGRAM OVERVIEW

This proposal adds 2 stores of apartments over an existing one-story, non-contributing restaurant in the Alphabet Historic District and the Northwest Plan District. The 5,000sf site, located at the northwest corner of the intersection of NW 21<sup>st</sup> and NW Glisan Street, has an existing 1940's structure constructed of cast in place concrete and a 2013 partial second story office addition to the west end of the building. These proposed new second and third levels will contain four apartments each, centered around an enclosed courtyard, with a new lobby/stair and recycling/trash room at the ground level.

### II. DEVELOPMENT TEAM BIO

<b>Architect</b>	Jack Lyon   Investment Builders, LLC
<b>Owner</b>	Brad Johnson   21Glisan, LLC
<b>Project Valuation</b>	\$ 1.592 million

### III. HISTORIC REVIEW APPROVAL CRITERIA –

- [Community Design Guidelines](#)
  - [Alphabet Historic District: Community Design Guidelines Addendum](#)
- See attached matrix.

### III. MODIFICATIONS



No Modifications have been requested.

#### IV. STAFF RECOMMENDATION

While significant advances have been made in the overall design, due to additional refinement and details needed for analysis, staff found that the proposal does not yet meet the applicable Historic Resource Review criteria, therefore, the Staff Report recommends denial. From the SR conclusion:

“The purpose of the Historic Resource Review process is to ensure that additions, new construction, and exterior alterations to historic resources do not compromise their ability to convey historic significance. Due to lack of detail for some aspects of the design and the need for refinement on certain areas of the design, this proposal does not yet meet the applicable Historic Resource Review criteria and therefore does not warrant approval.”

The full list of identified issues and possible solutions is included here:

- The restaurant egress must be relocated to the east wall of the recess, and the residential entry wall must be further recessed so that there is no jog in this wall plane.
- Dimensioned horizontal and vertical sections must be provided for the stair/entry bay windows showing all changes in plane and clearly identifying all materials.
- At the January 24, 2022 hearing, the Commission also requested a vertical section detail showing how the new addition will sit atop the existing building. These details must be provided.
- Notes must be added to the drawings indicating the material of the stair/entry bay windows and cutsheets must be provided for these specific windows.
- Vertical window sections must be provided with all materials noted to analyze the quality of these details.
- The existing belly band should remain as is, and if any areas need to be restored, they shall match this original condition visible at the west end of the south façade and the drawings should be updated to reflect the grooved character of the belly band.
- Details must be provided of the round medallions, identifying material, dimension, and any potential design motif to analyze the quality of these details.
- Staff previously suggested that the metal panel used for the parapet cap and architectural detailing should be gauge of 20 at a minimum to prevent oil canning. The applicant is proposing 22 gauge. The cornice is now also shown to wrap around the curved corner of the building. In order to ensure that this will be a smooth transition around the corner, staff suggests that the curved metal parapet shall be manufactured at a custom radius rather than folded and bent in the field and that all metal panel shall be 20 gauge.
- Staff previously noted that the interior walls of the entry recess were not identified but should be identified as stucco. This note has not been added here, nor is it added at the interior walls of the courtyard. For coherency, notes must be added to the drawings clearly indicating that all exterior walls, including the recess and courtyard shall be 3-coat stucco.
- At the first hearing, Commissioners asked for additional details on the stucco, including the finish and texture. A detail, such as a close-up precedent image must be provided.
- The proposal still does not include sufficient details for the proposed signage; therefore, all signage details should be removed from the drawings as a future a



separate review will be required for all new signage on the building, except for addressing.

- At the first hearing, the Commission commented on the incompatible quality of the boxy canopy design. The Commission also noted the incompatible quality of the balconies' C-channel design. They suggested that both the canopies and the balconies should be redesigned in a manner that is informed by the Art Moderne style of the building. This must be revised.
- The Commission also asked for drawing details showing how the balconies and canopies attach to the stucco. These details must be provided.
- The drawings must make clear that no conduit shall be exposed on the facades' exterior and shall be routed through the building walls.

## **V. CONDITIONS OF APPROVAL**

No conditions of approval are included because the recommendation is for denial.

## **VI. PROCEDURAL NOTES**

- The application was submitted on August 10, 2021 and deemed complete on December 8, 2021. The first hearing was held on January 24, 2022

Attachments:                      Drawing Set dated December 20, 2021  
    Guidelines Matrix





COMMUNITY DESIGN GUIDELINES (1998) + ALPHABET HD  
ADDENDUM  
February 28, 2022

PROJECT NAME: Courtyard 21  
ARCHITECT: Jack Lyon

CASE #: LU 21-076261 HR  
PROJECT VALUE \$1.592 million

MACRO	STAFF		COMMISSION	
	+ / -	Comments	+ / -	Comments
<b>3. Hierarchy of compatibility.</b> Exterior alterations and additions will be designed to be compatible primarily with the original resource, secondarily with adjacent properties, and finally, if located within a historic or conservation district, with the rest of the District. Where practical, compatibility will be pursued on all three levels. New development will seek to incorporate design themes characteristic of similar buildings in the Historic Alphabet District.	Not met.	See pages 7-9.		
<b>P1: Plan Area Character.</b> Enhance the sense of place and identity by incorporating site and building design features that respond to the area’s desired characteristics and traditions.	Met.	See pages 9.		
<b>P2: Historic and Conservation Districts.</b> Enhance the identity of historic and conservation districts by incorporating site and building design features that reinforce the area’s historic significance. Near historic and conservation districts, use such features to reinforce and complement the historic areas.	Met.	See pages 9-10.		
<b>P3: Gateways.</b> Develop or strengthen the transitional role of gateways in adopted community and neighborhood plans.	N/A	Not applicable.		
<b>E4: Corners that Build Active Intersections.</b> Create intersections that are active, unified, and have a clear identity through careful scaling detail and location of buildings, outdoor areas and entrances.	Not met.	See page 11.		
<b>D1: Outdoor Areas.</b> When sites are not fully built on, place buildings to create sizable, usable outdoor areas. Design these areas to be accessible, pleasant, and safe. Connect outdoor areas to the circulation system used by pedestrians;	Met.	See page 12.		
<b>D6: Architectural Integrity.</b> Respect the original character of buildings when making modifications that affect the exterior. Make additions compatible in scale, color, details, material proportion, and character with the existing building.	Not met.	See page 13.		
<b>D7: Blending into the Neighborhood.</b> Reduce the impact of new development on established neighborhoods by incorporating elements of nearby, quality buildings such as building details, massing, proportions, and materials.	Not met.	See page 14.		



MID	STAFF		COMMISSION	
	+ / -	Comments	+ / -	Comments
<b>1. Historic changes.</b> Most properties change over time; those changes that have acquired historic significance will be preserved.	Met.	See page 6.		
<b>2. Differentiate new from old.</b> New additions, exterior alterations, or related new construction will retain historic materials that characterize a property to the extent practicable. Replacement materials should be reasonable facsimiles of the historic materials they replace. The design of new construction will be compatible with the historic qualities of the district as identified in the Historic Context Statement.	Not met.	See page 6-7.		
<b>E1: The Pedestrian Network.</b> Create an efficient, pleasant, and safe network of sidewalks and paths for pedestrians that links destination points and nearby residential areas while visually and physically buffering pedestrians from vehicle areas.	Met.	See page 10.		
<b>E2: Stopping Places.</b> New large scale projects should provide comfortable places along pedestrian circulation routes where people may stop, visit, meet, and rest.	Met.	See pages 10-11.		
<b>E3: The Sidewalk Level of Buildings.</b> Create a sense of enclosure and visual interest to buildings along sidewalks and pedestrian areas by incorporating small scale building features, creating effective gathering places, and differentiating street level facades.	Met.	See pages 10-11.		
<b>D2: Main Entrances.</b> Make the main entrances to houses and buildings prominent, interesting, pedestrian accessible, and transit-oriented.	Not met.	See pages 12-13.		
<b>D4: Parking Areas and Garages.</b> Integrate parking in a manner that is attractive and complementary to the site and its surroundings. Locate parking in a manner that minimizes negative impacts on the community and its pedestrians. Design parking garage exteriors to visually respect and integrate with adjacent buildings and environment.	Met.	See page 13.		
<b>D5: Crime Prevention.</b> Use site design and building orientation to reduce the likelihood of crime through the design and placement of windows, entries, active ground level uses, and outdoor areas.	Met.	See page 13.		
<b>D8: Interest, Quality, and Composition.</b> All parts of a building should be interesting to view, of long lasting quality, and designed to form a cohesive composition.	Not Met.	See pages 14-16.		
MICRO	STAFF		COMMISSION	
	+ / -	Comments	+ / -	Comments
<b>E5: Light, Wind, and Rain.</b> Enhance the comfort of pedestrians by locating and designing buildings and outdoor areas to control the adverse effects of sun, shadow, glare, reflection, wind, and rain.	Met.	See pages 11-12.		
<b>D3: Landscape Features.</b> Enhance site and building design through appropriate placement, scale, and variety of landscape features.	Met.	See page 12.		



PROJECT TEAM

Building Owner	21 Glisan, LLC - Brad Johnston 11640 SW Jody Street, Beaverton, OR 97005
Tenant	Silver Dollar Pizza - Sam McBale 501 NW 21st, Portland OR 97210
Contractor	Investment Builders - William Bannister 3411 NE 65th, Vancouver WA 98661
Architect / Applicant	Jack Lyon (503) 805-1818 3411 NE 65th, Vancouver WA 98661
Civil Engineer	Welkin Engineering - Ed Christiansen 25260 SW Parkway, Ste G, Wilsonville, OR 97070
Structural Engineer	Lyver Engineering - Troy Lyver 7950 SE 106th Ave, Portland, OR 97266

ZONING SUMMARY

Zone	CM2
Neighborhood Contact	Not Required < 10,000 sf
Relevant Allowed Uses	Retail, Residential
Parking Requirement	None < 30 units
Height Limit	45'
Maximum FAR	2.5:1 - see Calc this sheet
Site Area	5,000 sf
Maximum Allowable Area	12,500 sf
Current Building Area	5,780 sf
TOTAL Building Area	12,404 sf
Minimum Density	3.4 units
Abutting Zoning	North: CM2, West: RM3
Minimum Setbacks	North: 0', West: 10'
Maximum Lot Coverage	100% - Inner Pattern Area
Landscape Percentage	2.5% (97.5% Site Coverage)
Outdoor Area	36 sf / unit
Facade Articulation	Required
Window Standards	Required

DRAWING INDEX

C0	COVER SHEET
C1	SITE PLAN, FIRST FLOOR PLAN
C2	SECOND FLOOR PLAN
C3	THIRD FLOOR PLAN
C4	ROOF PLAN
C5	EAST ELEVATION
C6	SOUTH ELEVATION
C7	SITE UTILITY PLAN
APP.1	RENDERING
APP.2	SIGHTLINE STUDY
APP.3	CONTEXT PLAN
APP.4	NEIGHBORHOOD PHOTOS
APP.5	NEIGHBORHOOD PHOTOS
APP.6	EXISTING FLOOR PLAN
APP.7	EXISTING ELEVATIONS

FAR CALCULATION

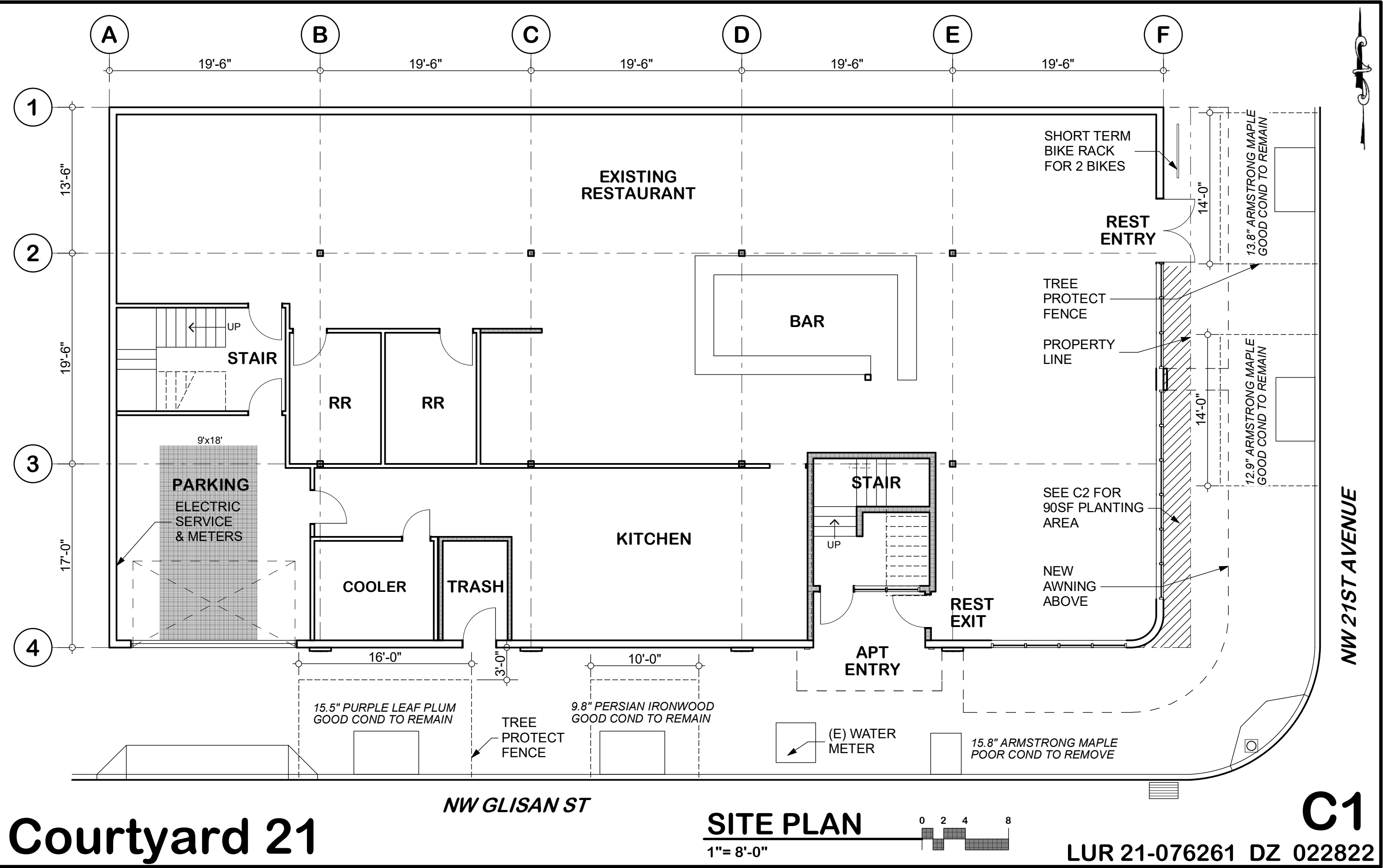
FIRST FLOOR - EXISTING	4,873
SECOND FLOOR - EXISTING	832
SECOND FLOOR - NEW	3,339
THIRD FLOOR - NEW	3,339
TOTAL	12,383



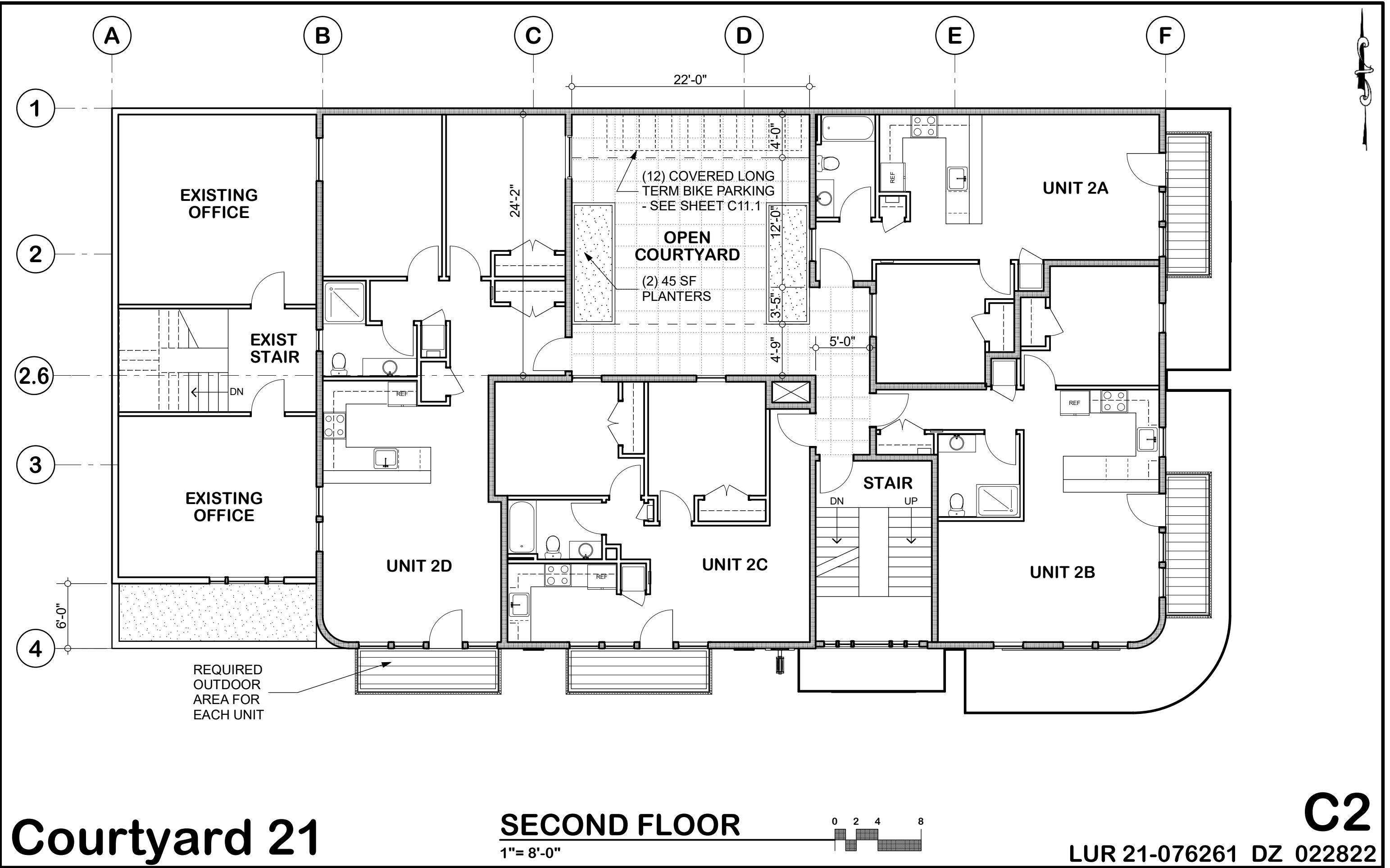
Courtyard 21

C0  
LUR 21-076261 DZ 022822



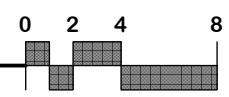






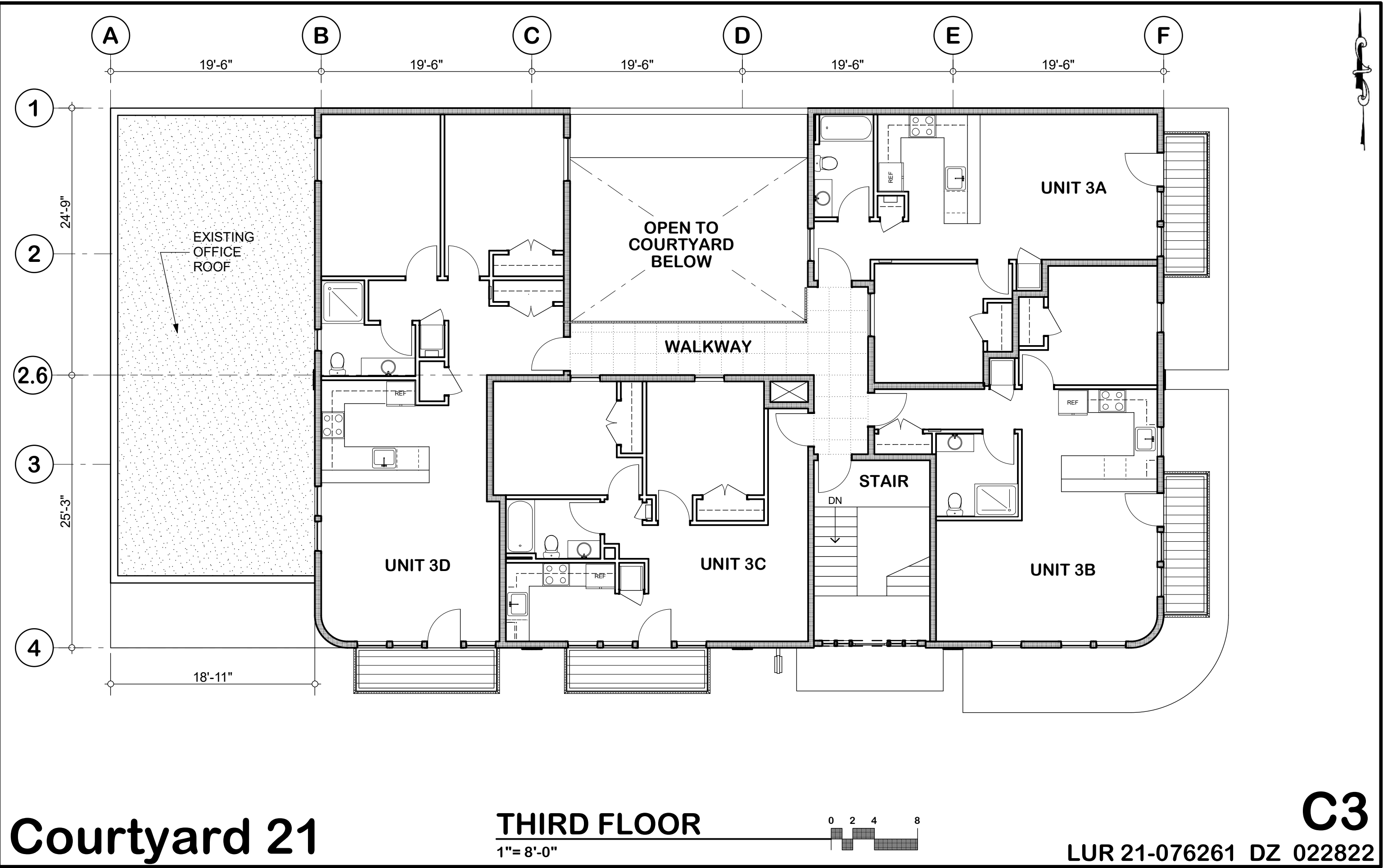
Courtyard 21

SECOND FLOOR  
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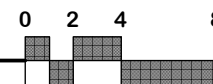
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LUR 21-076261 DZ 022822





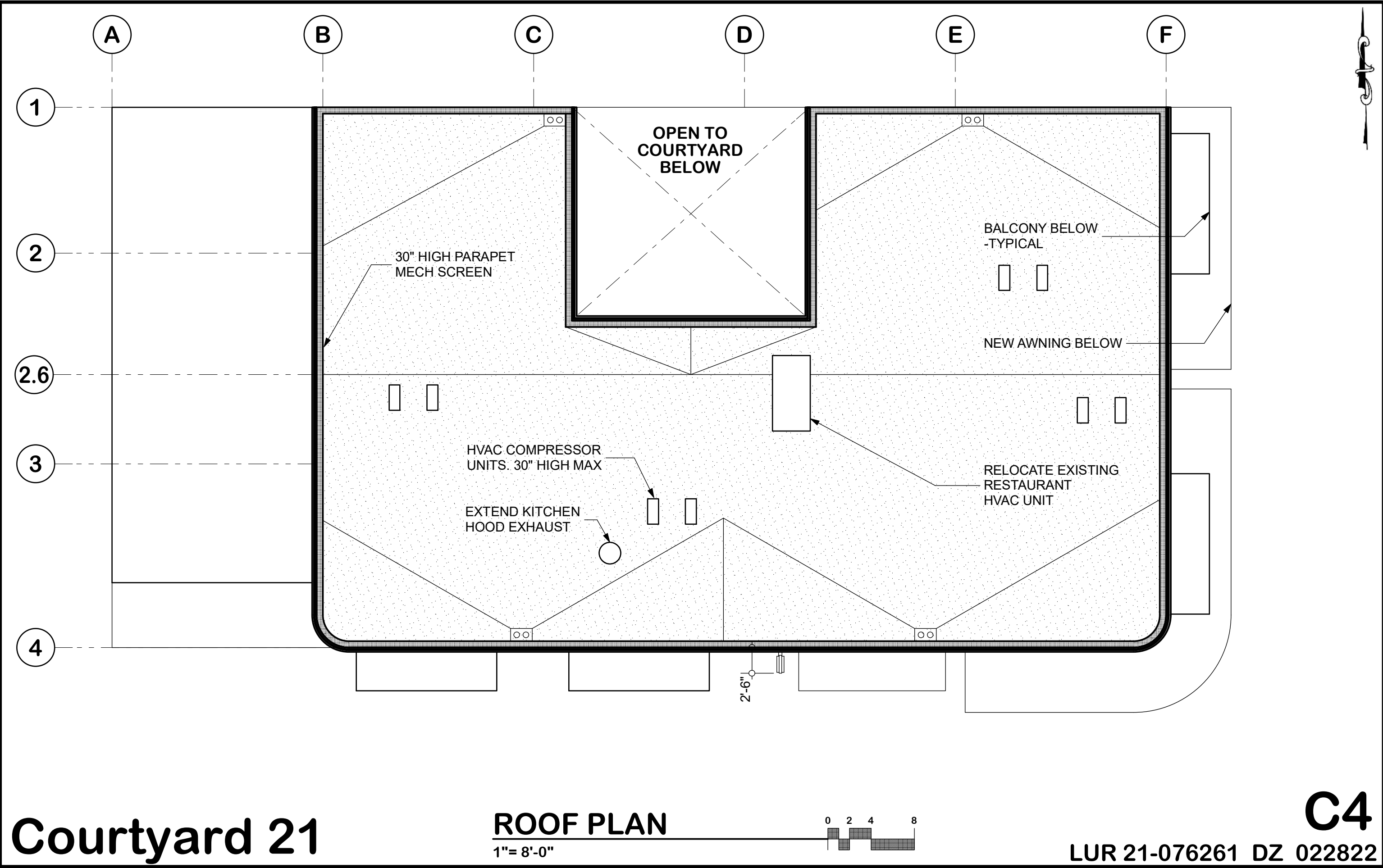
Courtyard 21

THIRD FLOOR  
1" = 8'-0"



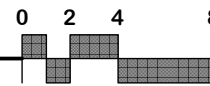
C3  
LUR 21-076261 DZ 022822





Courtyard 21

ROOF PLAN  
1"= 8'-0"

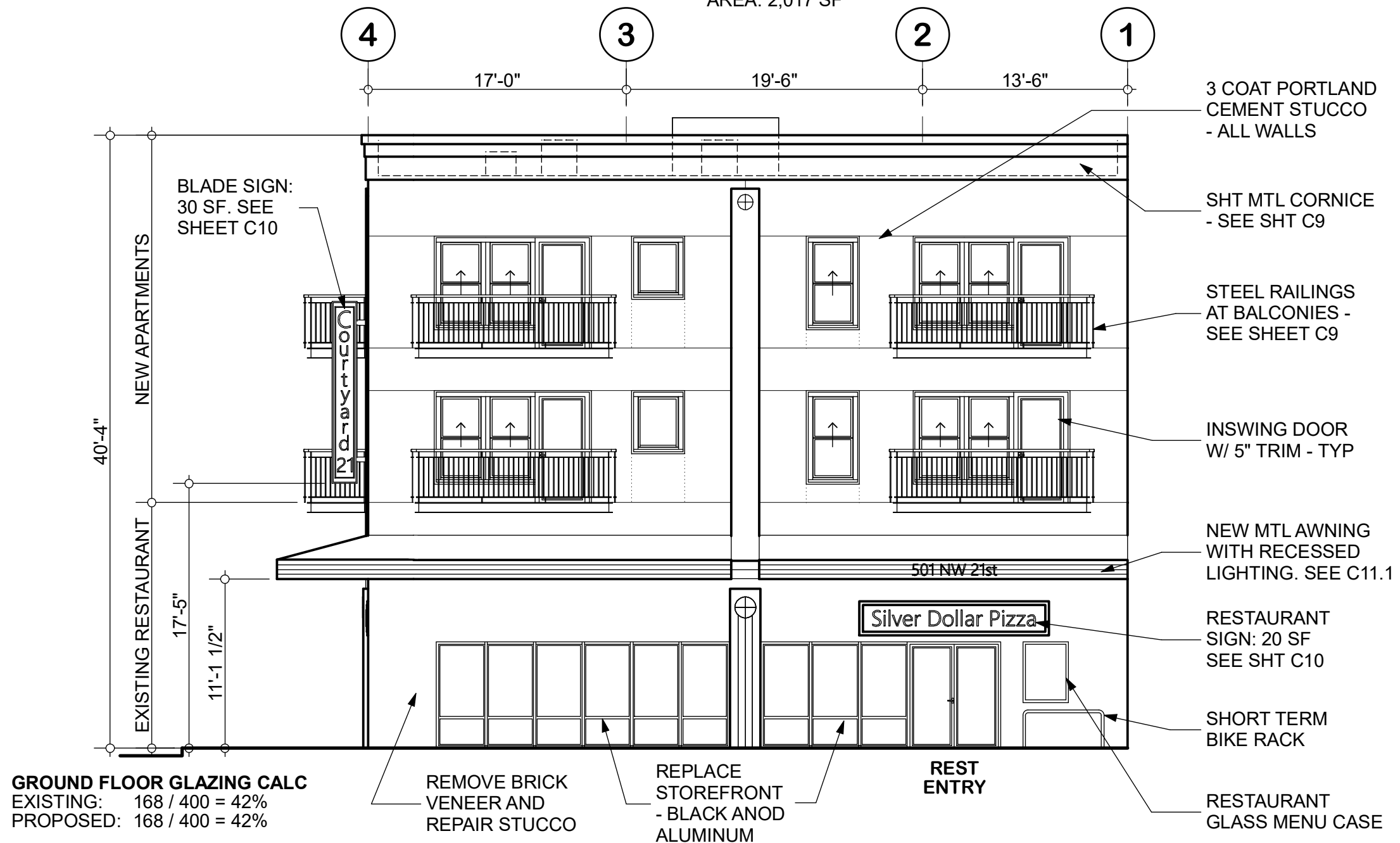


C4  
LUR 21-076261 DZ 022822



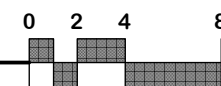
**EAST FACADE GLAZING CALC**  
 488 / 2,017 = 24% GLAZING

**PRIMARY FACADE**  
 HEIGHT: 40'-64"  
 AREA: 2,017 SF



# Courtyard 21

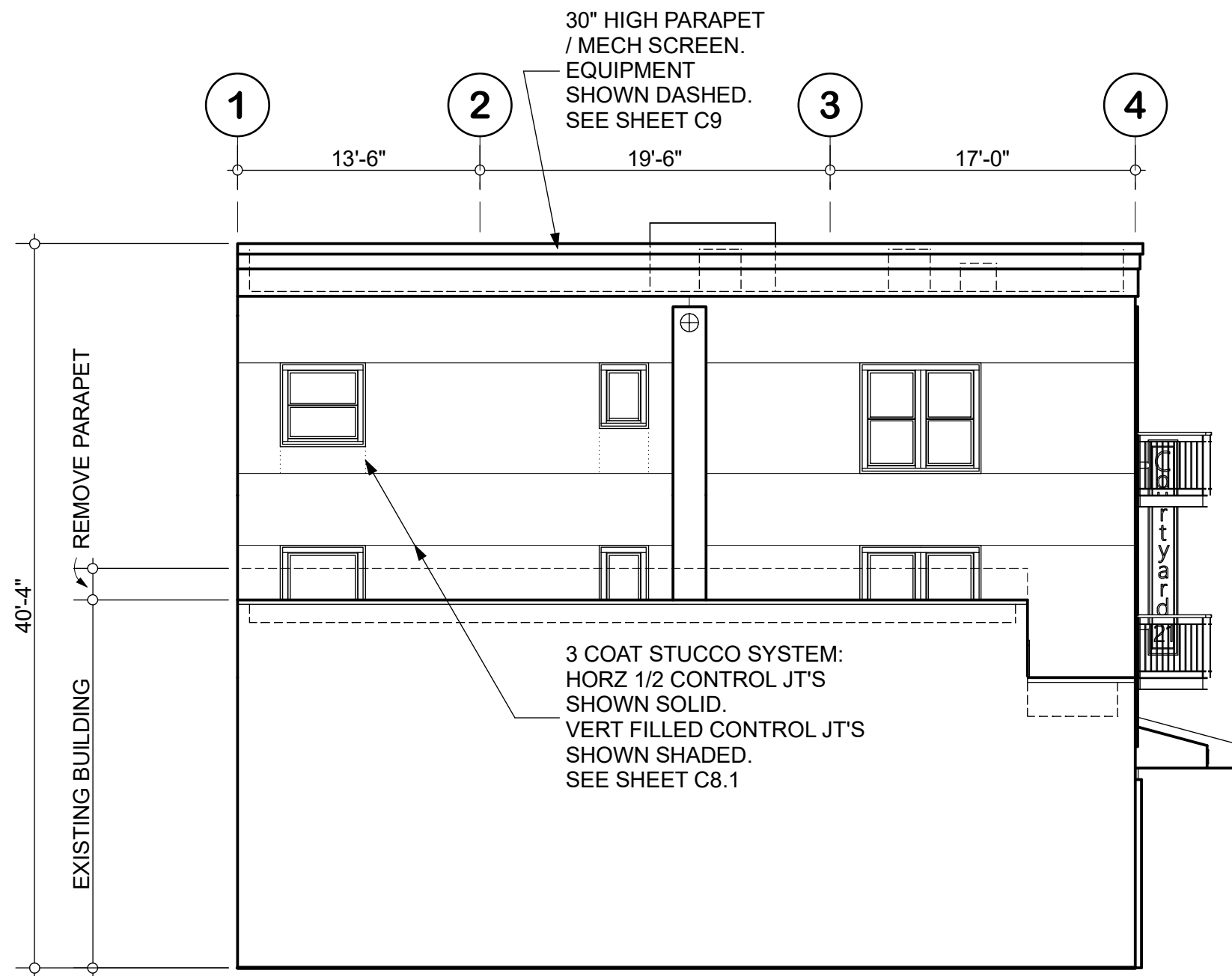
**EAST ELEVATION**  
 1" = 8'-0"



## C5

LUR 21-076261 DZ 022822

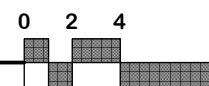




Courtyard 21

WEST ELEVATION

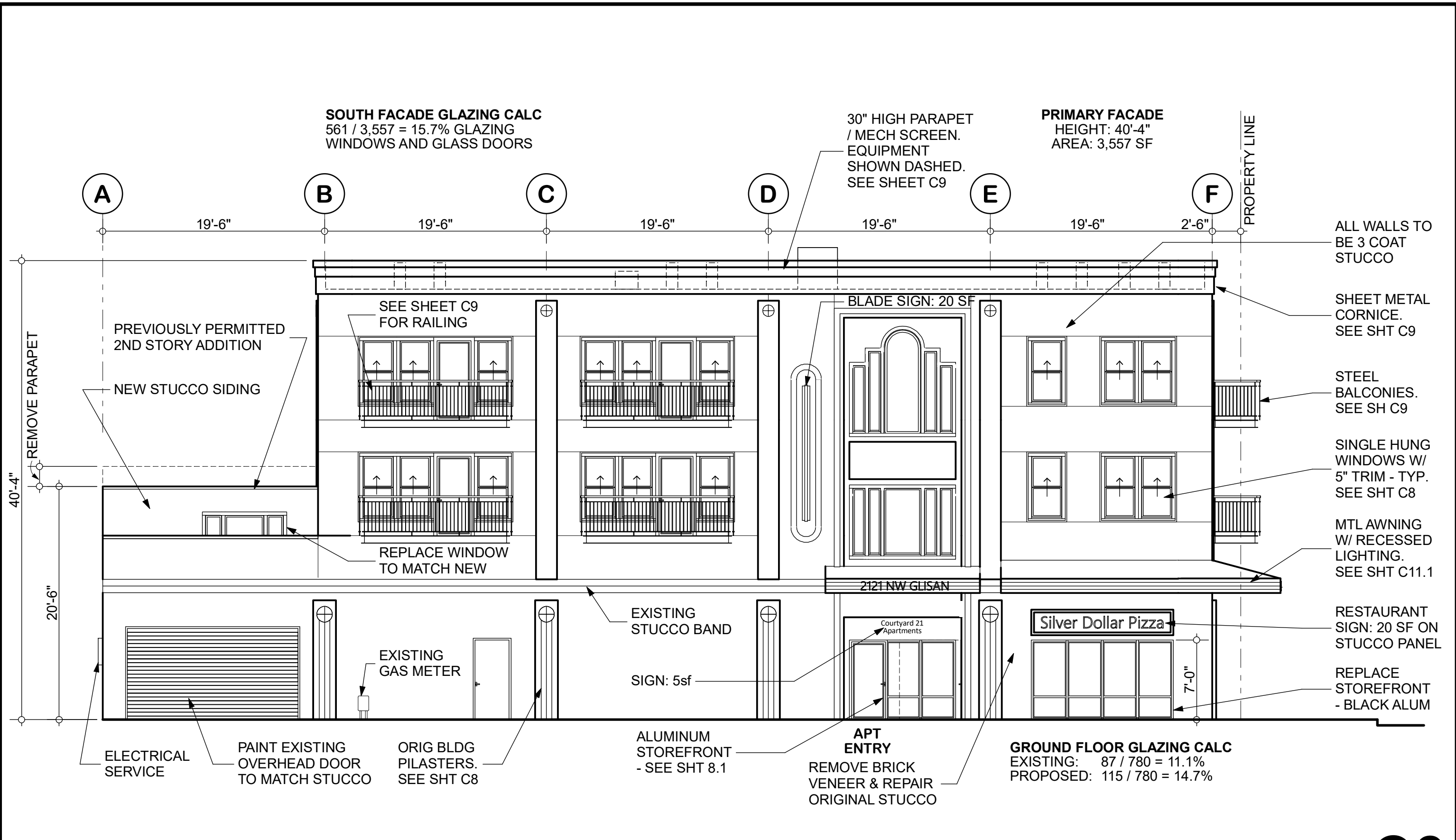
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C5.1

LUR 21-076261 DZ 022822

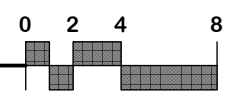




# Courtyard 21

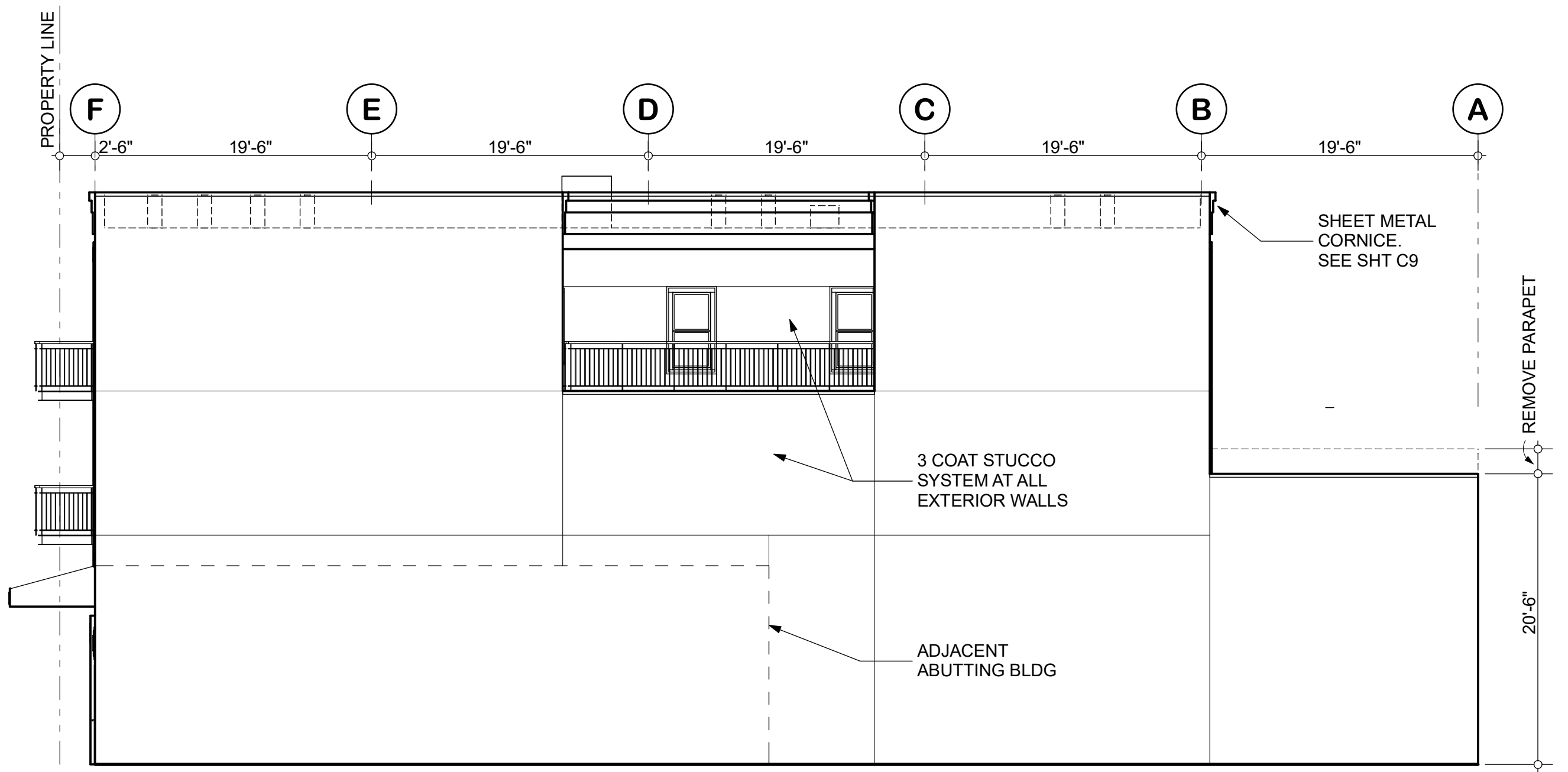
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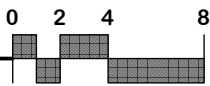
**C6**  
LUR 21-076261 DZ 022822





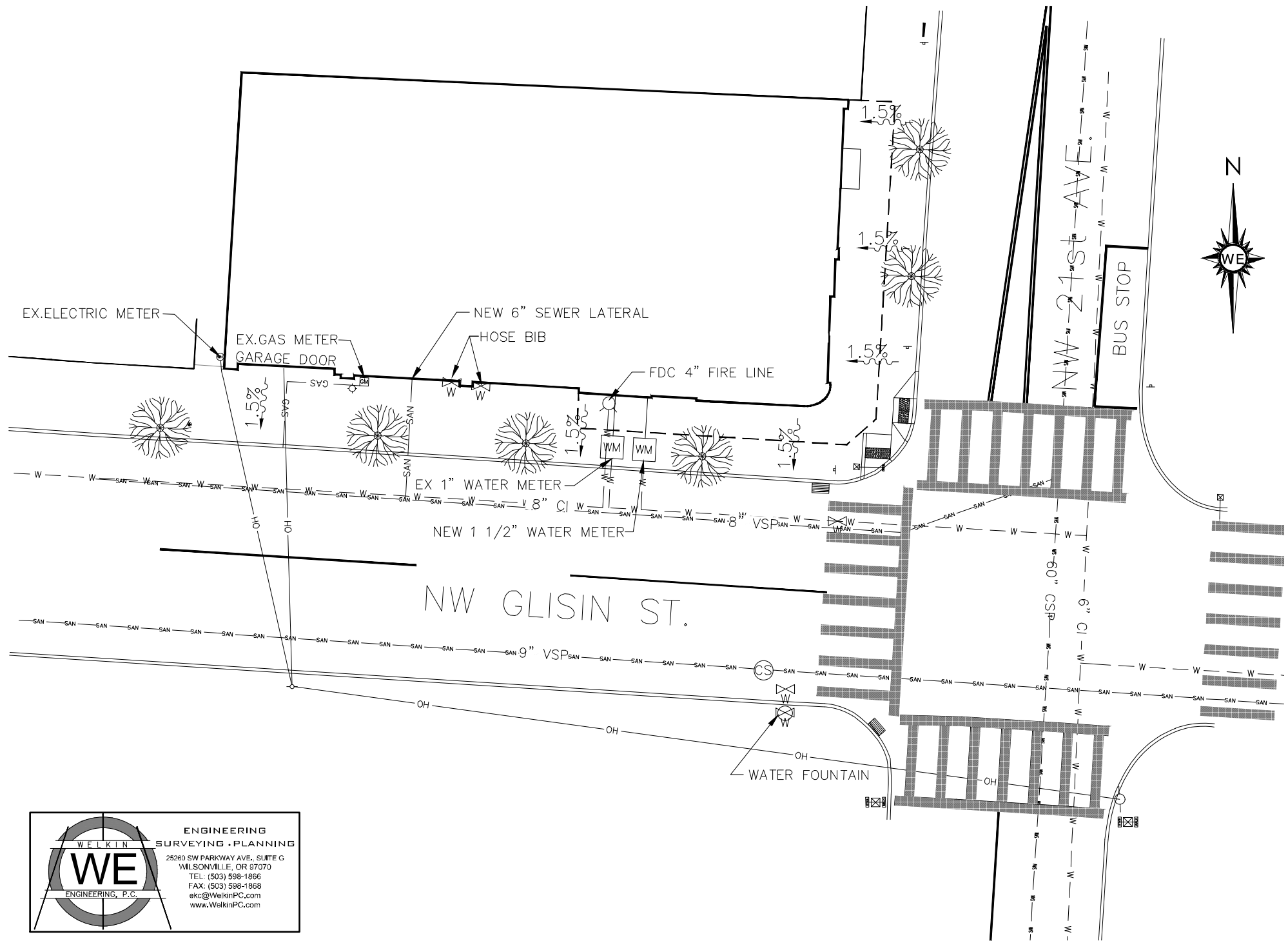
**Courtyard 21**

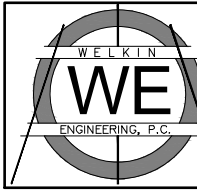
**NORTH ELEVATION**  
1" = 8'-0"



**C6.1**  
**LUR 21-076261 DZ 022822**







ENGINEERING  
SURVEYING . PLANNING

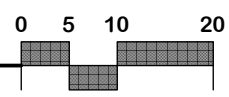
25260 SW PARKWAY AVE., SUITE G  
WILSONVILLE, OR 97070

TEL: (503) 598-1866  
FAX: (503) 598-1868  
ewc@WelkinPC.com  
www.WelkinPC.com

# Courtyard 21

## SITE UTILITIES PLAN

1"= 20'-0"



C7

LUR 21-076261 DZ 022822



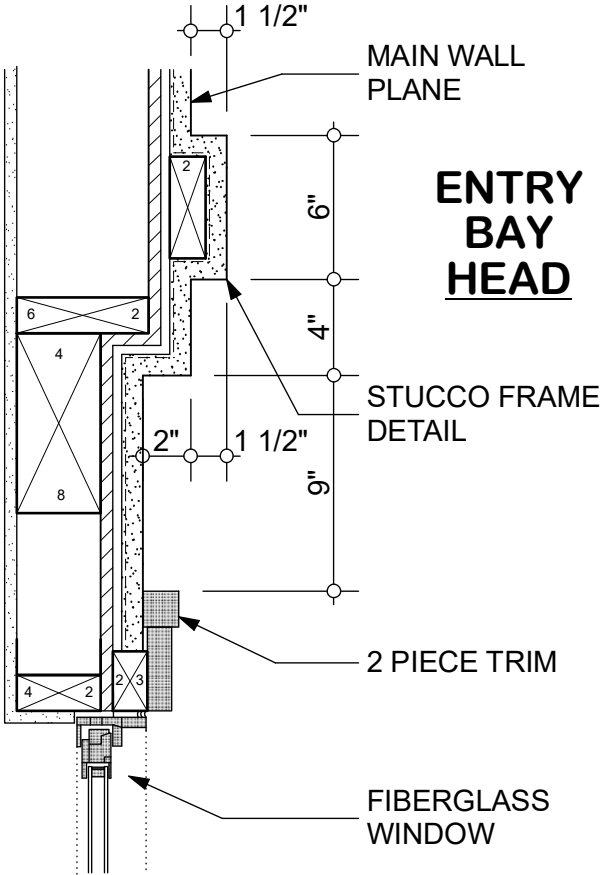


Pella® Impervia® Fiberglass Single-Hung Window

3.97 ★★★★★ (Based on 413 Reviews)

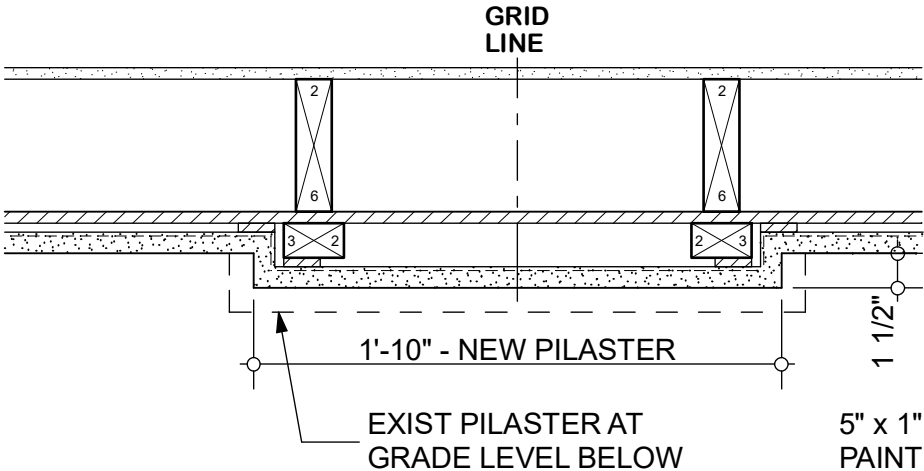
Made from the strongest material for windows, Pella Impervia single-hung windows provide lasting durability and sleek, timeless style.<sup>16</sup> They feature a moveable bottom sash for ventilation and a fixed top sash. Our powder-coat finish will never need to be repainted or refinished. Achieve your design vision with color options including Black.

- Tested beyond industry standards, from -40°F to 180°F so you can trust our fiberglass material to perform on the hottest and coldest days on the year.
- Equal sightlines provide a clean, consistent aesthetic unlike other single-hung designs that trade off aesthetic details.
- Secured with corner locks, metal fasteners and injected with sealant for added strength, security and reliable water performance.



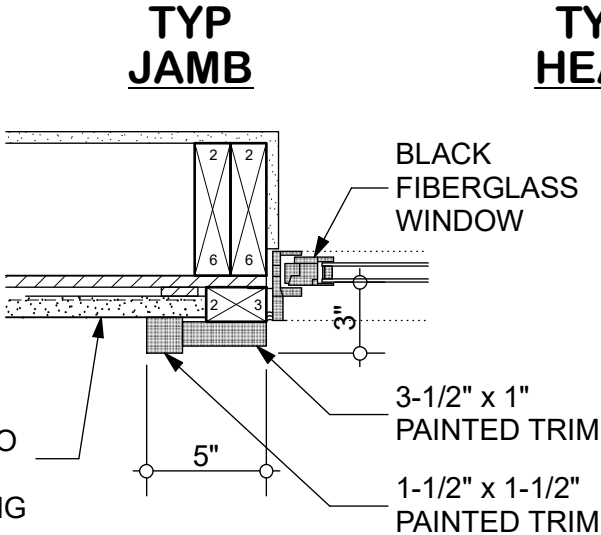
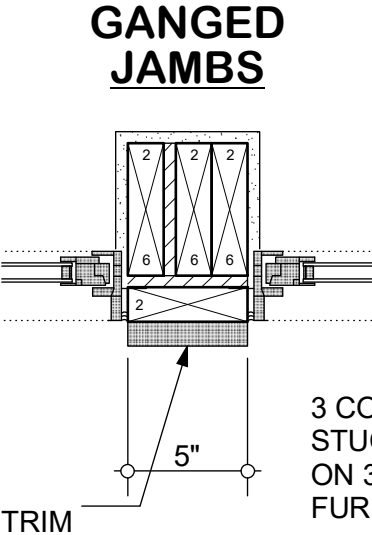
APARTMENT WINDOWS & DOORS

NO SCALE



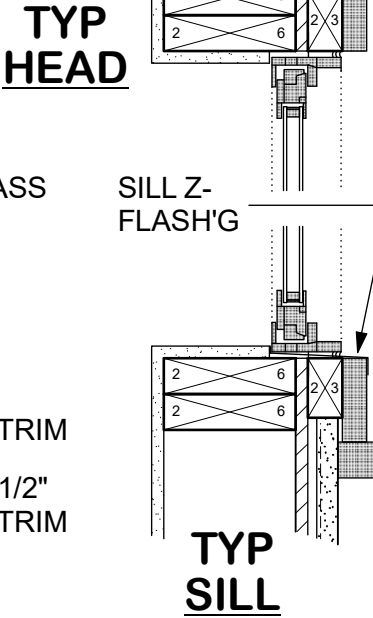
PILASTER

1-1/2"= 1'-0"



WINDOW

1-1/2"= 1'-0"



Courtyard 21

C8  
LUR 21-076261 DZ 022822





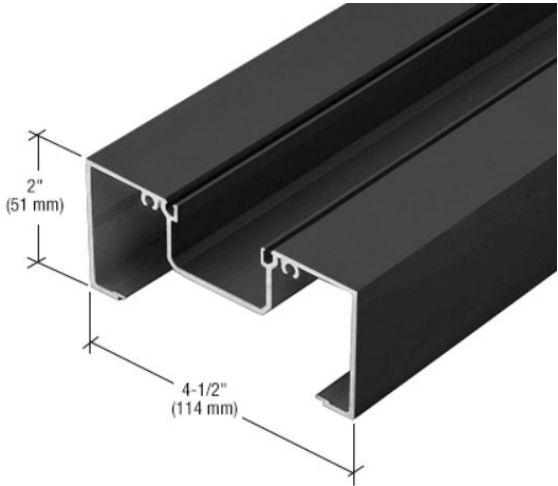
# **GARAGE DOOR**

NO SCALE



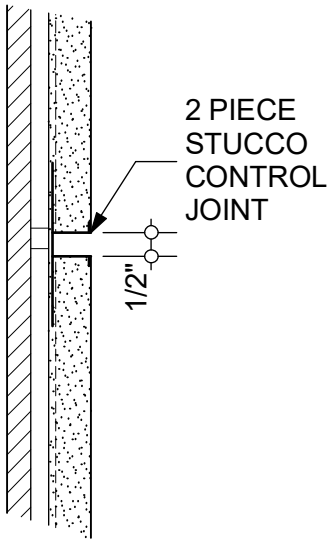
# **STOREFRONT**

NO SCALE

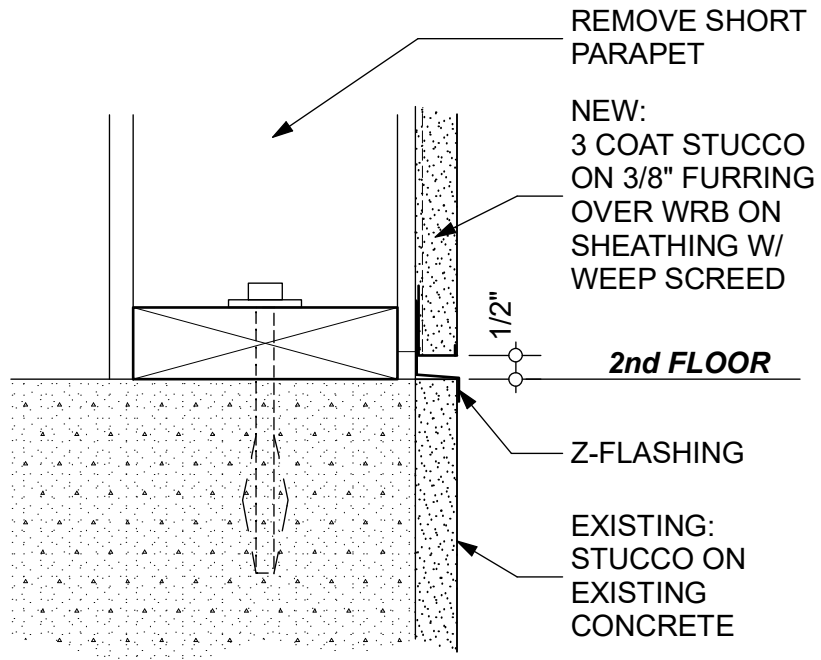


NOTE: ALL ALUMINUM  
STOREFRONT TO BE BLACK

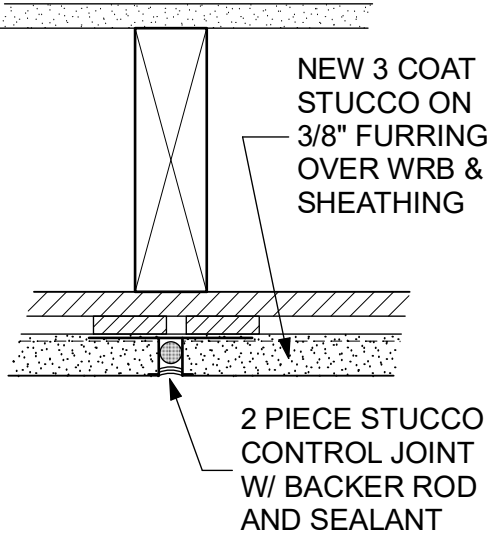
# **Courtyard 21**



**HORZ JT.**



**NEW TO EXISTING**



**VERTICAL JOINT**



**TEXTURE**

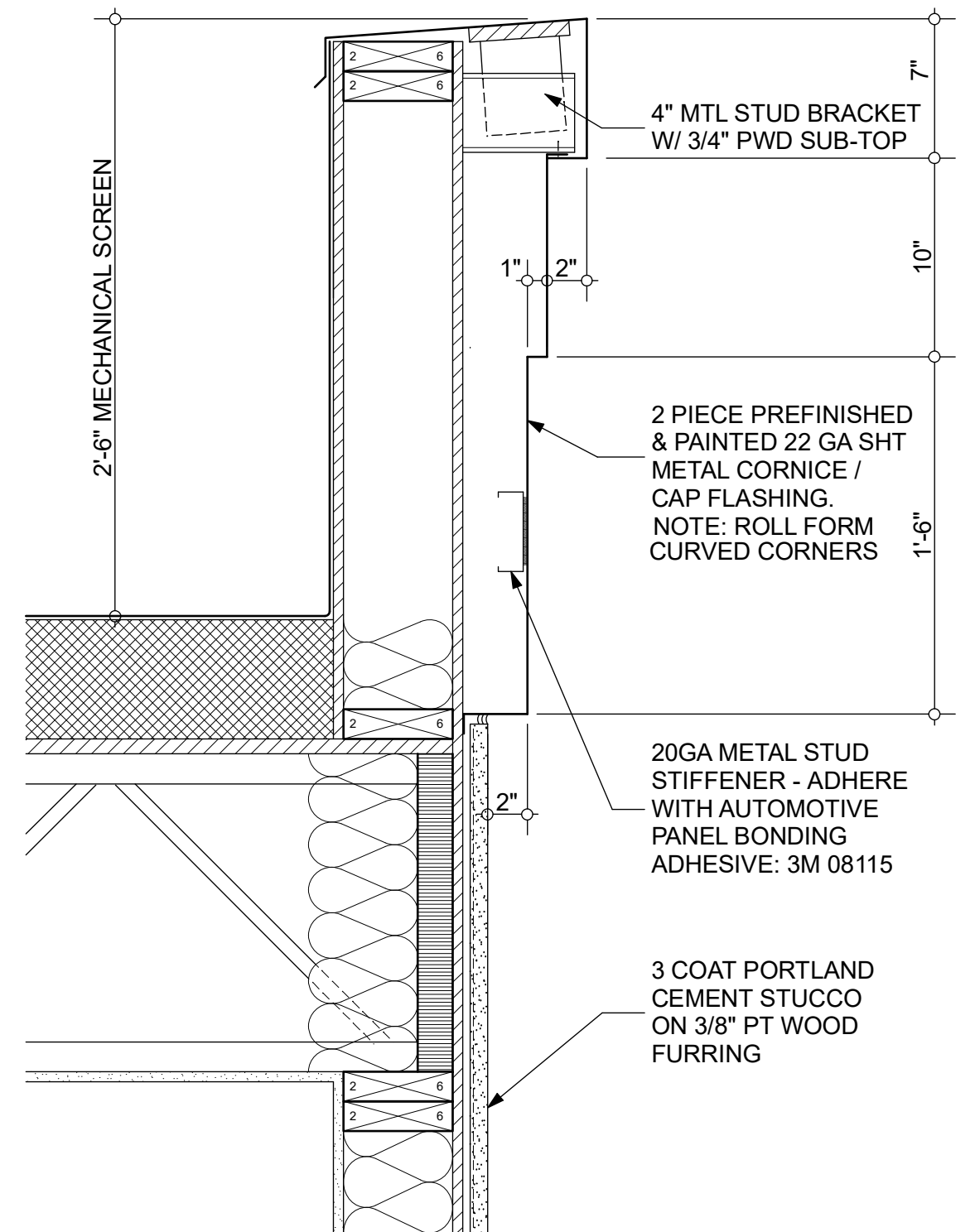
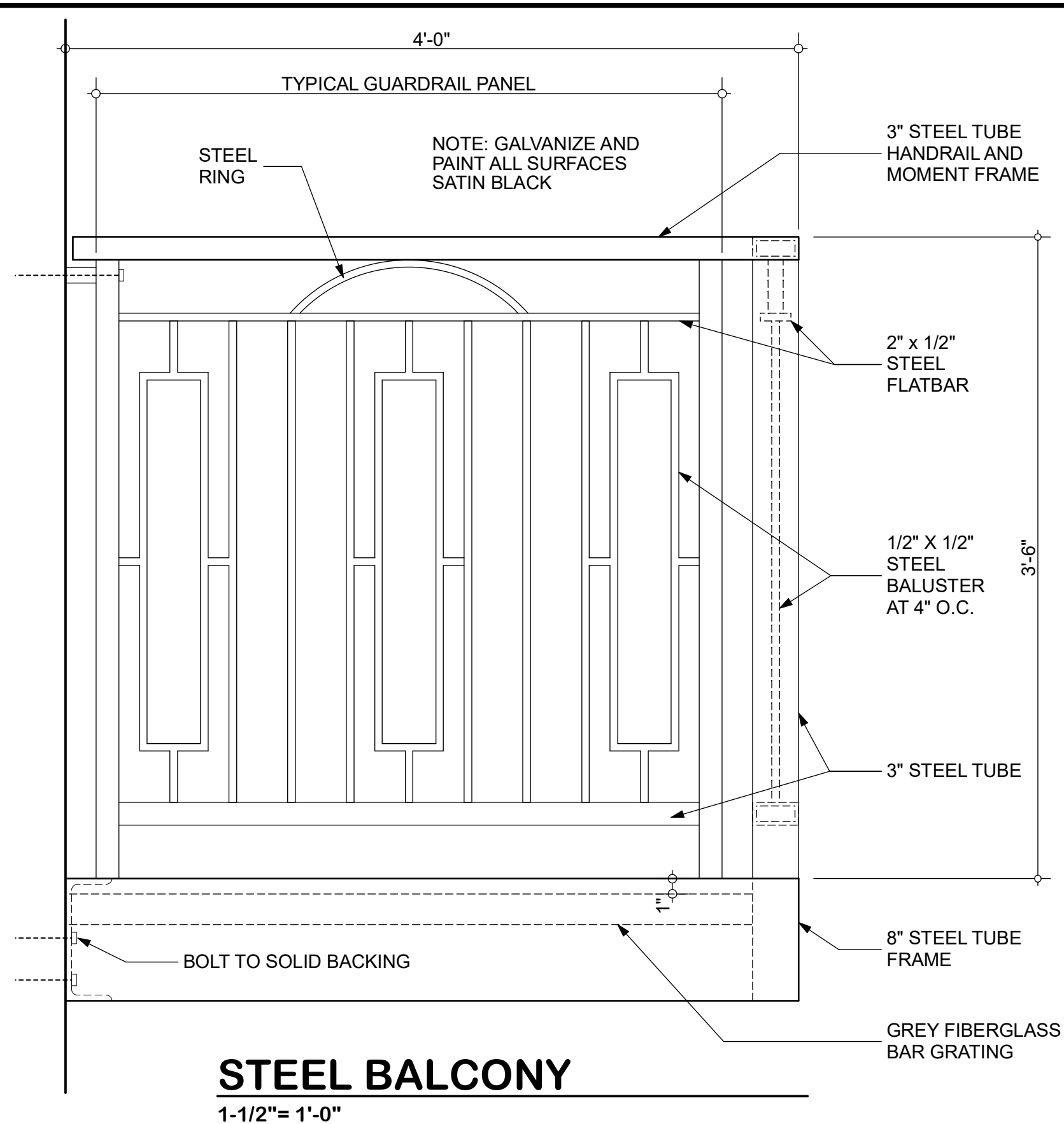
# **STUCCO**

3" = 1'-0"

**C8.1**

LUR 21-076261 DZ 022822



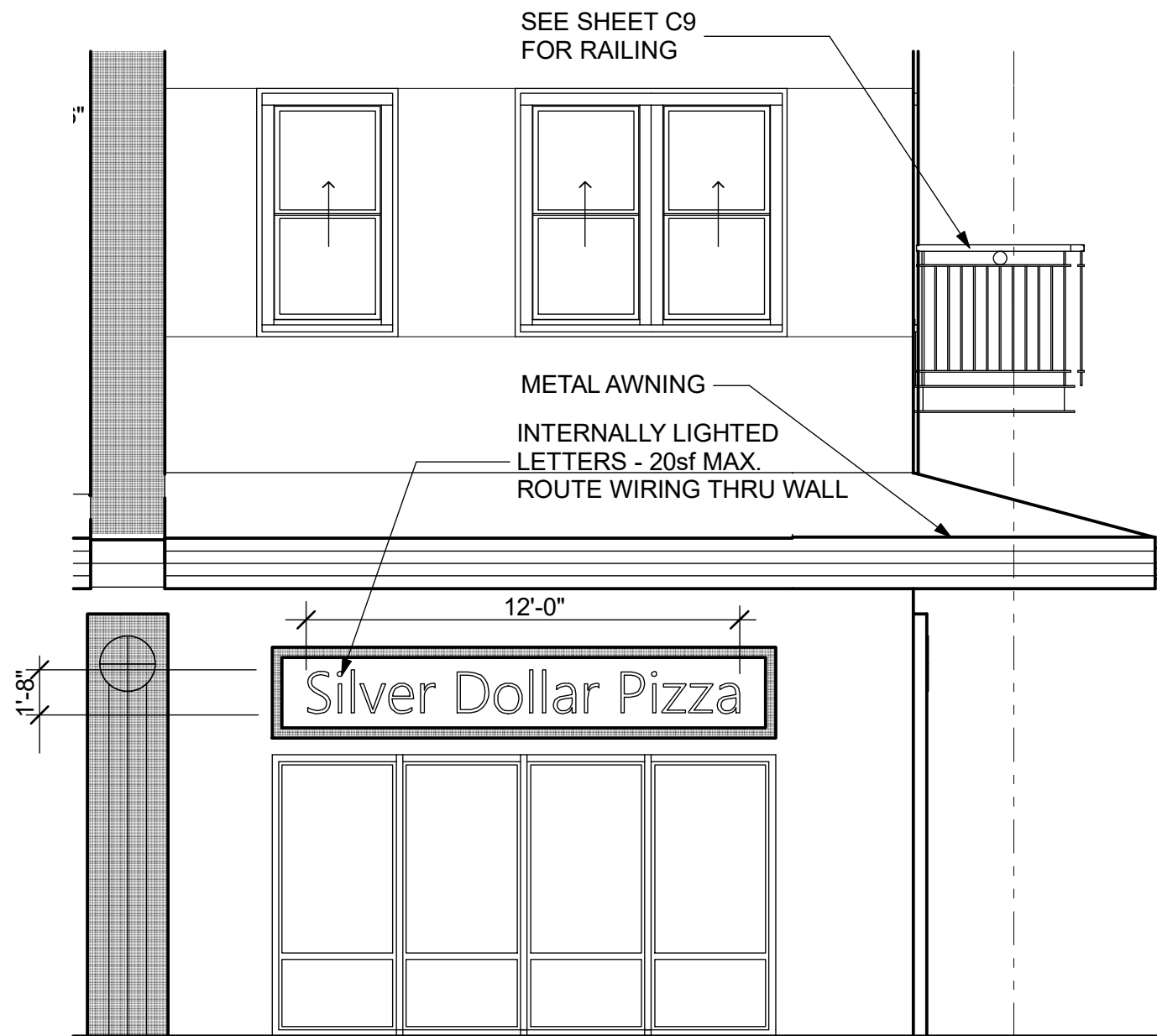


**Courtyard 21**

**C9**

**LUR 21-076261 DZ 022822**

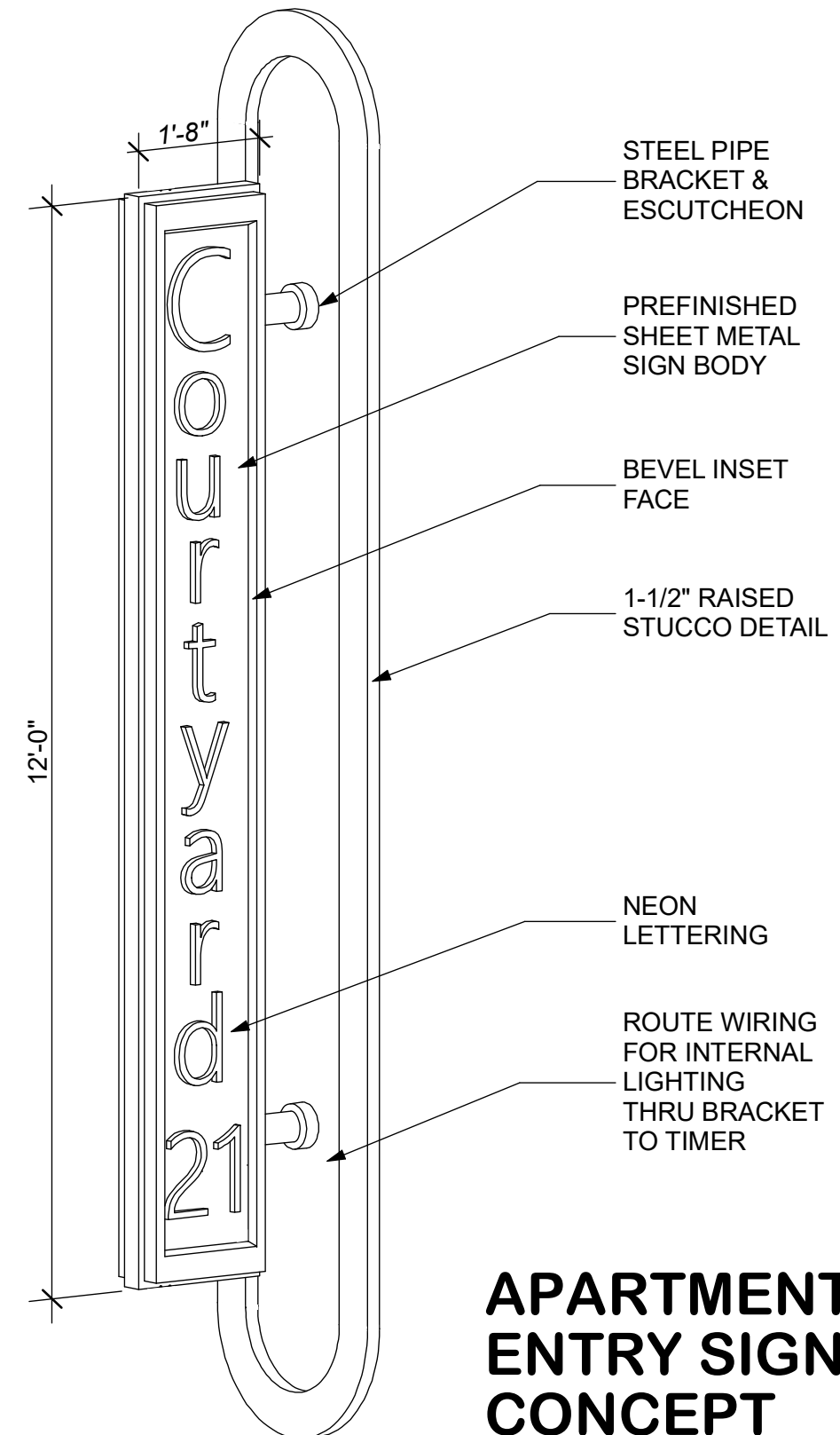




## RESTAURANT SIGN CONCEPT

1/4" = 1'-0"

# Courtyard 21



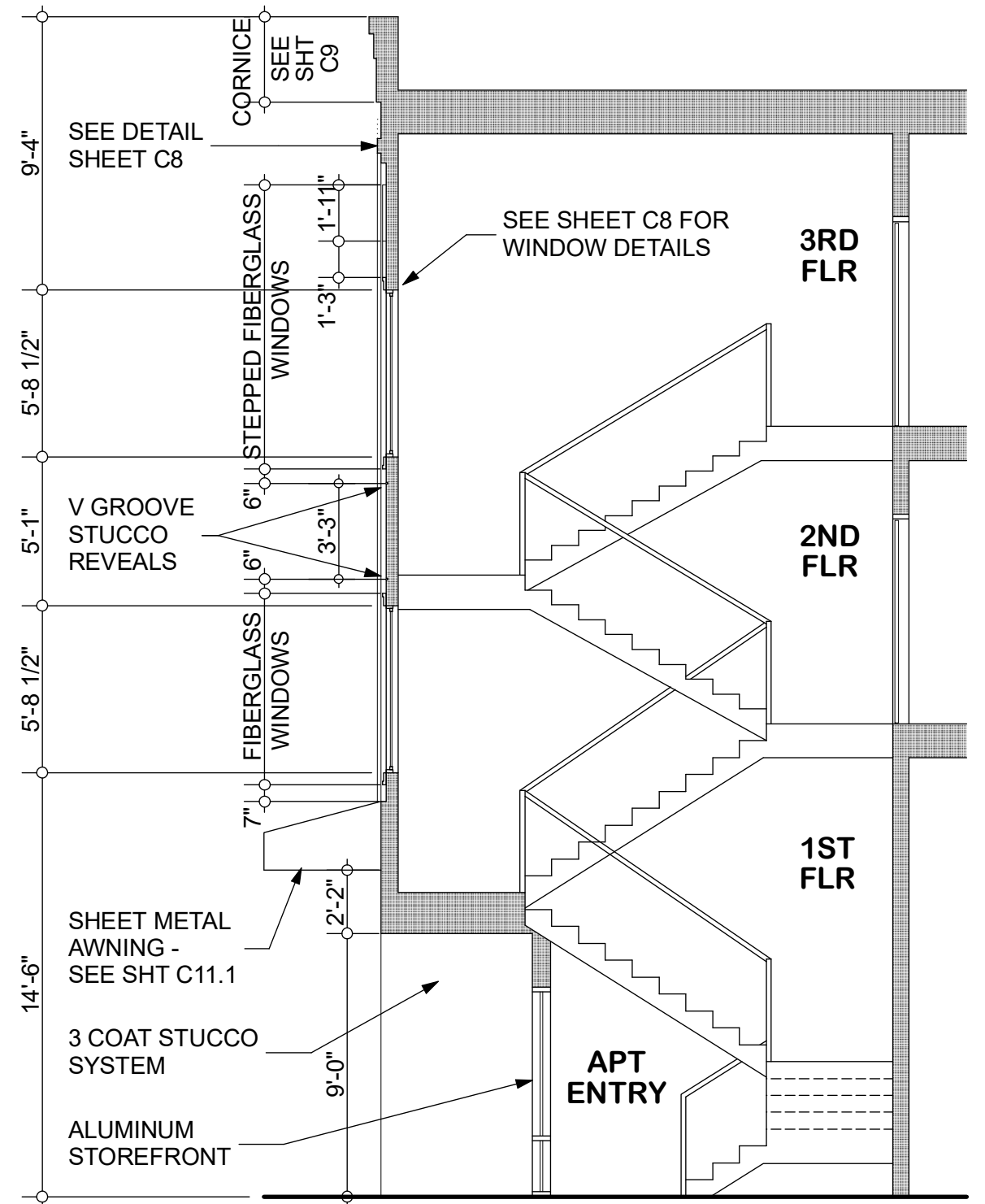
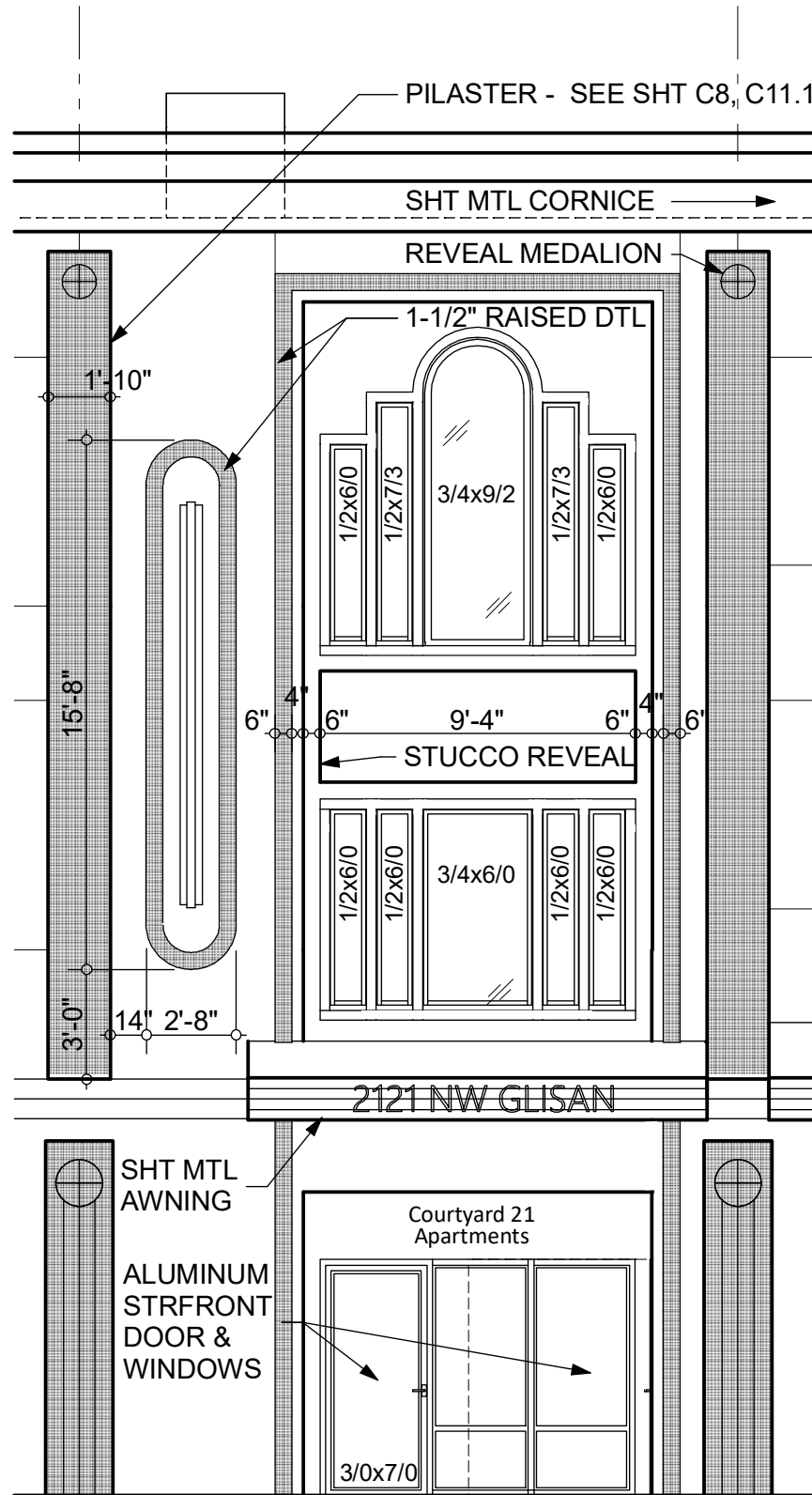
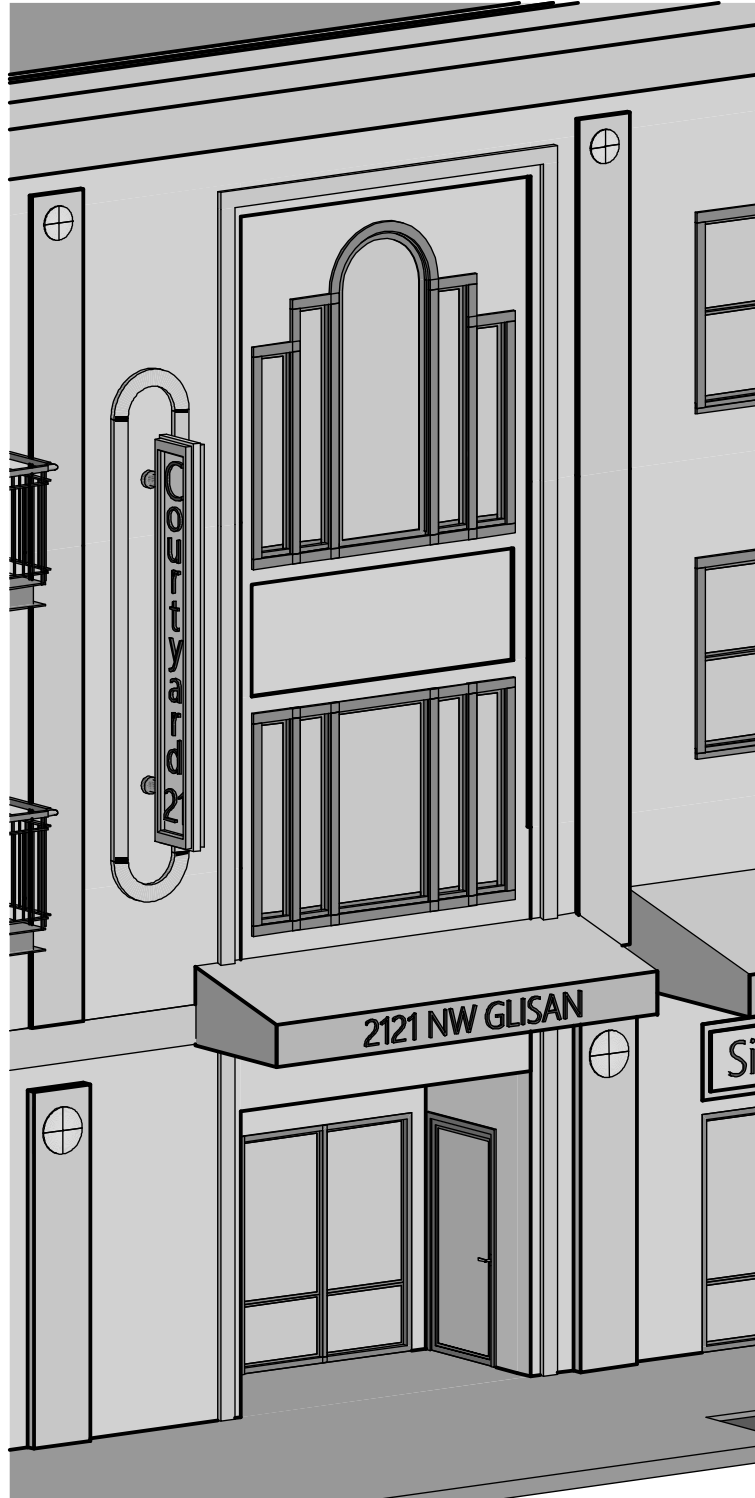
## APARTMENT ENTRY SIGN CONCEPT

NO SCALE

# C10

LUR 21-076261 DZ 022822





**Courtyard 21**

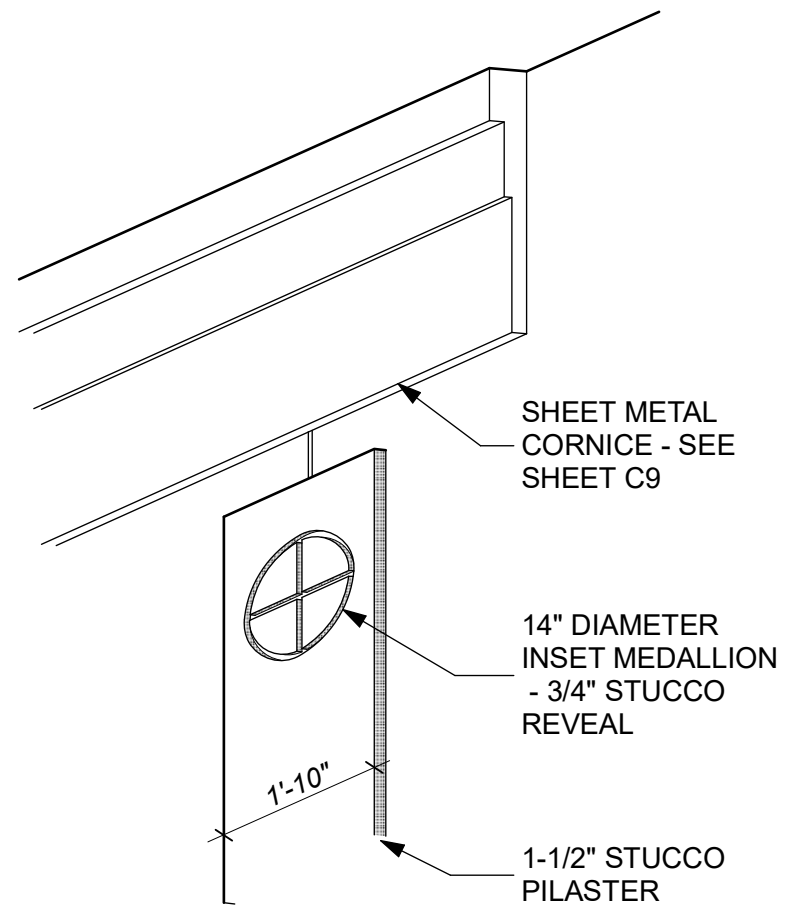
**ENTRY BAY**

3/16" = 1'-0"

**C11**

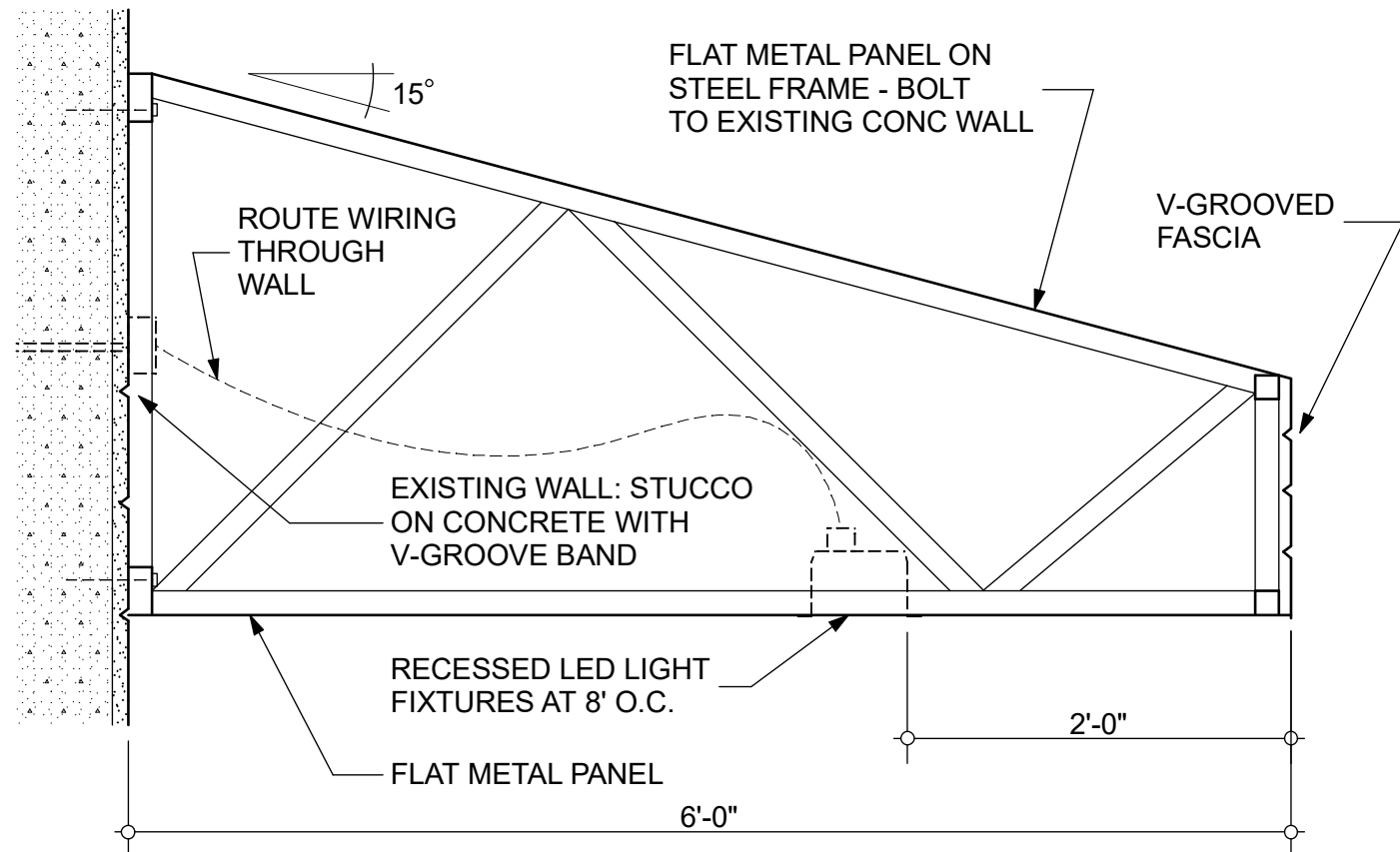
LUR 21-076261 DZ 022822





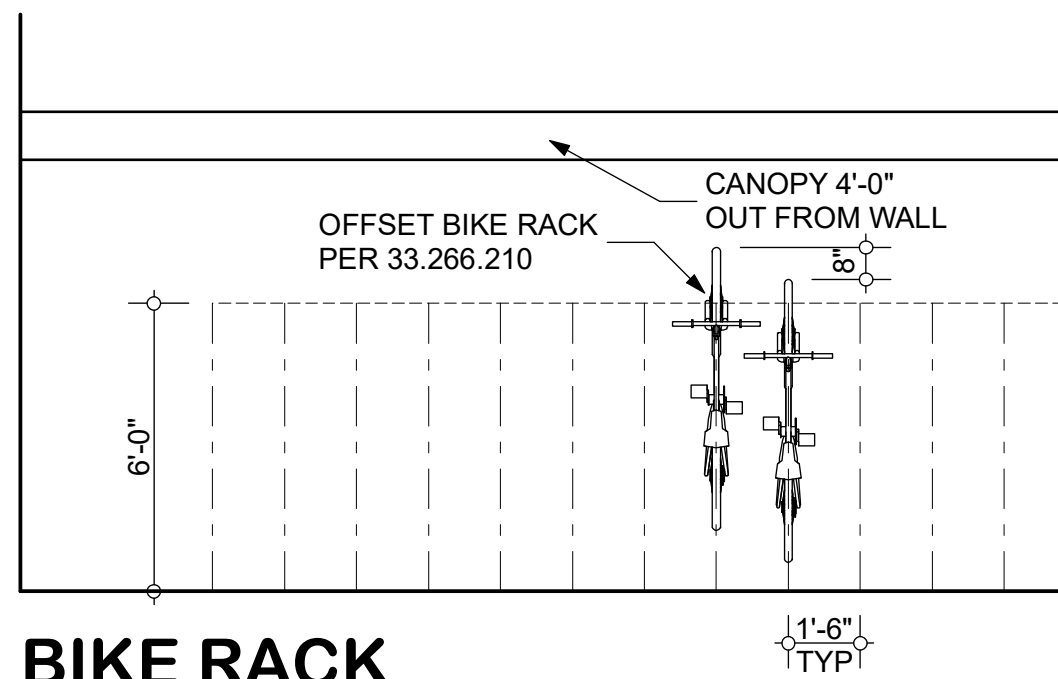
## PILASTER

NO SCALE



## CANOPY

1 = 1'-0"



## BIKE RACK

1/4" = 1'-0"

# Courtyard 21

# C11.1

LUR 21-076261 DZ 022822





**Courtyard 21**

**SOUTHWEST PERSPECTIVE**

**APP.1**

**LUR 21-076261 DZ 080321**

LU 21-076261 HR H11





**City of Portland, Oregon**  
**Bureau of Development Services**  
**Land Use Services**  
FROM CONCEPT TO CONSTRUCTION

Dan Ryan, Commissioner  
Rebecca Esau, Director  
Phone: (503) 823-7300  
Fax: (503) 823-5630  
TTY: (503) 823-6868  
[www.portland.gov/bds](http://www.portland.gov/bds)

**2<sup>nd</sup> Revised STAFF REPORT AND RECOMMENDATION**  
**TO THE HISTORIC LANDMARKS COMMISSION**

CASE FILE: LU 21-076261 HR  
PC # 20-188301  
Courtyard 21  
REVIEW BY: Historic Landmarks Commission  
WHEN: March 14, 2022 @ 1:30pm  
WHERE: 1900 SW Fourth Ave., Room 2500A  
Portland, OR 97201

It is important to submit all evidence to the Historic Landmarks Commission. City Council will not accept additional evidence if there is an appeal of this proposal.

This report has been revised since the original staff report dated January 14, 2022 and the revised staff report dated February 17, 2022. All revisions are shown as boxed.

**Bureau of Development Services Staff:** Hillary Adam 503-823-8953 /  
[Hillary.Adam@portlandoregon.gov](mailto:Hillary.Adam@portlandoregon.gov)

**GENERAL INFORMATION**

**Applicant:** Jack Lyon [jack@investmentbuilders.net](mailto:jack@investmentbuilders.net) / 503-805-1818  
Investment Builders, LLC  
3411 NE 65th St  
Vancouver, WA 98661

**Owner:** 21 Glisan LLC  
Po Box 4803  
Parker, CO 80134-1462

**Owner Representative:** Brad Johnson [501glisan@dragonreef.com](mailto:501glisan@dragonreef.com) / 303-396-2322  
21 Glisan, LLC  
11640 SW Jody St  
Beaverton, OR 97005

**Site Address:** 501 NW 21ST AVE

**Legal Description:** BLOCK 18 LOT 4, KINGS 2ND ADD  
**Tax Account No.:** R452303010  
**State ID No.:** 1N1E33CA 00400  
**Quarter Section:** 3027

**Neighborhood:** Northwest District, contact Greg Theisen at 503-227-5430.  
**Business District:** Nob Hill, contact Nob Hill at [nobhillportland@gmail.com](mailto:nobhillportland@gmail.com).



<b>District Coalition:</b>	Neighbors West/Northwest, contact Mark Sieber at 503-823-4212.
<b>Plan District:</b>	Northwest
<b>Other Designations:</b>	Non-contributing resource in the Alphabet Historic District
<b>Zoning:</b>	CM2(MU-U)m – Commercial Mixed-Use 2 with Centers Main Street overlay and Historic Resource Portetion overlay
<b>Case Type:</b>	HR – Historic Resource Review
<b>Procedure:</b>	Type III, with a public hearing before the Historic Landmarks Commission. The decision of the Historic Landmarks Commission can be appealed to City Council.

**Proposal:**

The applicant proposes to add two stories of apartments over an existing one-story noncontributing building that contains a restaurant in the Alphabet Historic District. The proposed new second and third levels will contain four apartments each, centered around an enclosed courtyard, with a new lobby/stair and recycling/trash room at the ground level.

Historic resource Review is required because the proposal is for non-exempt exterior alterations in a historic district.

**Relevant Approval Criteria:**

In order to be approved, this proposal must comply with the criteria of Title 33. The relevant criteria are:

- Community Design Guidelines
- Historic Alphabet District: Community Design Guidelines Addendum

**ANALYSIS**

**Site and Vicinity:** The subject property is located at the northwest corner of the NW 21<sup>st</sup> Avenue and NW Glisan Street. It is a one-story retail building used as a restaurant – the Silver Dollar Pizza Company. It is Utilitarian in its design with modest Art Deco details. The primary entries face east, along NW 21<sup>st</sup> Avenue. With regard to the interior floor plan, the restaurant kitchen is located along the south wall, along NW Glisan Street.

The following is from the Alphabet Historic District National Register nomination and describes changes to the building over time:

“This commercial building is located on a corner lot and anchors the busy intersection of NW 21st and NW Glisan Street. It is a one-story structure with a modified rectilinear plan, a concrete foundation, and flat roof with metal coping. The roof has a mansard marquee covered with wood shingles. The exterior is primarily sheathed in stucco, with brick trim added in 1973. The south facade is organized into five bays, while the primary (east) facade is divided into two bays. The bays are divided by pilasters with simple Art Deco decoration. The main entrance is located on the east facade. It has glass double doors with a tripartite, imitation stained-glass transom. There are two slab service doors at the south facade. Large, fixed, horizontal, aluminum sash windows predominate. Alterations to this building are extensive. The original doors were replaced in 1950, with a side door covered by masonry that same year. Two doors were added in 1950. An additional set of doors was



added to the south wall in 1964. A single window was added to the south wall in 1964. The front (east) windows were covered in 1966, and the original marquee was replaced in 1973.”

In addition to the changes noted, the property also received a 2009 approval for a wood paneled roll-up door to replace two person doors in the westernmost bay; the garage door that was ultimately installed appears to be steel. In 2011, there was an approval for a windowless roof extension above the westernmost bay; this appears to have been constructed with horizontal siding and includes vinyl windows despite the approved drawing showing neither of these elements. Additionally, at some point between 2016-2017, the wood shingles on the mansard marquee were replaced with metal and there does not appear to be a land use review approving this material change.

With regard to street classifications, both NW 21<sup>st</sup> and NW Glisan are Transit Access Streets, making them both “transit streets”. NW 21<sup>st</sup> is a Neighborhood Collector Street, Neighborhood Main Street, and Major City Walkway. NW Glisan is a Local Service Traffic Street, a City Bikeway and City Walkway.

The Alphabet Historic District is an area of Portland significant for its concentration of intact late 19<sup>th</sup> and early 20<sup>th</sup> Century, mostly middle class, housing stock and small-scale commercial buildings. Of special note are the many mid-sized apartment and institutional buildings. Many of these are in the various Period Revival styles, e.g. Tudor, Spanish Colonial, Byzantine, Jacobean, etc. and this is especially the case in the immediate vicinity of the proposed new development. The area is characterized by a grid of narrower, more tree-lined, east-west residential streets, named alphabetically after prominent Portlanders of the day, which are crossed by generally more robust north-south avenues. Two of these, NW 21<sup>st</sup> Avenue and NW 23<sup>rd</sup> Avenue are low-scale business corridors featuring a mix of purpose-built commercial structures and converted houses.

**Zoning:** The Commercial/Mixed Use 2 (CM2) zone is a medium-scale zone intended for sites in a variety of centers, along corridors, and in other mixed use areas that have frequent transit service. The zone allows a wide range and mix of commercial and residential uses, as well as employment uses that have limited off-site impacts. Buildings in this zone will generally be up to four stories tall unless height and floor area bonuses are used, or plan district provisions specify other height limits. Development is intended to be pedestrian-oriented, provide a strong relationship between buildings and sidewalks, and complement the scale of surrounding residentially zoned areas.

The Historic Resource Protection overlay is comprised of Historic and Conservation Districts, as well as Historic and Conservation Landmarks and protects certain historic resources in the region and preserves significant parts of the region’s heritage. The regulations implement Portland’s Comprehensive Plan policies that address historic preservation. These policies recognize the role historic resources have in promoting the education and enjoyment of those living in and visiting the region. The regulations foster pride among the region’s citizens in their city and its heritage. Historic preservation beautifies the city, promotes the city’s economic health, and helps to preserve and enhance the value of historic properties.

The Centers Main Street “m” overlay zone encourages a mix of commercial, residential and employment uses on the key main streets within town centers and neighborhood centers identified in the Comprehensive Plan. The regulations are intended to encourage a continuous area of shops and services, create a safe and pleasant pedestrian environment, minimize conflicts between vehicles and pedestrians, support hubs of



community activity, and foster a dense, urban environment with development intensities that are supportive of transit.

The Northwest Plan District implements the Northwest District Plan, providing for an urban level of mixed-use development including commercial, office, housing, and employment. Objectives of the plan district include strengthening the area's role as a commercial and residential center. The regulations of this chapter: promote housing and mixed-use development; address the area's parking scarcity while discouraging auto-oriented developments; enhance the pedestrian experience; encourage a mixed-use environment, with transit supportive levels of development and a concentration of commercial uses, along main streets and the streetcar alignment; and minimize conflicts between the mixed-uses of the plan district and the industrial uses of the adjacent Guild's Lake Industrial Sanctuary.

The Alphabet Historic District is an area of Portland significant for its concentration of intact late 19<sup>th</sup> and early 20<sup>th</sup> Century, mostly middle class, housing stock and small-scale commercial buildings. Of special note are the many mid-sized apartment and institutional buildings. Many of these are in the various Period Revival styles, e.g. Tudor, Spanish Colonial, Byzantine, Jacobean, etc. and this is especially the case in the immediate vicinity of the proposed new development. The area is characterized by a grid of narrower, more tree-lined, east-west residential streets, named alphabetically after prominent Portlanders of the day, which are crossed by generally more robust north-south avenues. Two of these, NW 21<sup>st</sup> Avenue and NW 23<sup>rd</sup> Avenue are low-scale business corridors featuring a mix of purpose-built commercial structures and converted houses.

**Land Use History:** City records indicate that prior land use reviews include:

- LU 11-179646 HDZ – Historic Design Review approval for a new raised rooftop extension at the west end of the building, reaching a total height of 20'-6".
- LU 09-136346 HDZ – Historic Design Review approval for a new wooden paneled roll-up garage door to replace two existing person doors.

**Agency Review:** A "Notice of proposal in Your Neighborhood" was mailed **January 4, 2022**.

The **Bureau of Parks-Forestry Division** initially responded with the following comment: "Urban Forestry does not recommend approval at this time. It appears that street trees required to be preserved as per UF EA Response EA 21-188301 may be impacted." Please see Exhibit E-1 for additional details.

The applicant worked with Urban Forestry to provide the requested information and a revised response was provided on February 8, 2022. The revised response includes a condition of approval that "no more than 30% of canopy can be pruned from Red Maples along NW 21<sup>st</sup> Avenue for development".

The **Bureau of Transportation Engineering** responded with the following comment: "The applicant will be required to upgrade the corner ADA ramp to current standards as a condition of building permit approval. In addition, any damaged sidewalk sections must be repaired after construction of the apartment addition.

Given the narrow area for construction of the additional units, the sidewalks are likely to be damaged. Reconstruction of the frontages shall be a condition of building permit approval.

Since the existing building is to remain and it is constructed to the street property line, no dedication will be required.



The existing driveway curb cut on NW Glisan must be removed unless it leads to a legal parking or loading space per Title 33 standards as interpreted by BDS planners. If BDS determined the curb cut leads to a legal parking/loading space that meets all the development standards in Title 33.266.”

PBOT also noted that the NW 21<sup>st</sup> Avenue frontage will need to be reconstructed with a 4.5-6-1.5 configuration and the NW Glisan frontage will need to be reconstructed with a 4.5-6-1.5 configuration. Please see Exhibit E-2 for additional details.

The **Site Development Section of BDS** responded with the following comment: “The applicant must submit a geotechnical report with the building permit application. The geotechnical report must be prepared by an Oregon-registered professional engineer with experience in geotechnical engineering. The report must contain recommendations for site preparation, seismic design, and foundation support. The report must also summarize the engineer’s evaluation of liquefaction.” Please see Exhibit E-3 for additional details.

The **Life Safety Division of BDS** responded with the following comments:

1. A separate Building Permit is required for the work proposed and the proposal must be designed to meet all applicable building codes and ordinances. OSSC 105.1.
2. A separate Mechanical Permit is required for the work proposed OSMC 106.1.
3. It is recommended the applicant request a Preliminary Life Safety Meeting to verify building code requirements. Information about the Preliminary Meeting process is available online at: <https://www.portland.gov/bds/early-assistance/life-safety-preliminary-meetings>.
4. Most occupancy groups and construction types require exterior walls less than 30 feet to a property line to have 1-hour fire-rated construction. Please verify required wall rating based on Table 602.
5. Exterior walls located less than or equal to 10 feet to a property line must be 1-hour fire-rated for exposure to fire from both sides.
6. Exterior walls located more than 10 feet to a property line must be 1-hour fire-rated for exposure to fire from the inside only. OSSC 602.1, 705.5.
7. Openings in exterior walls less than 3 feet to a property line are not allowed. Unprotected openings in exterior walls less than 5 feet to a property line are not allowed in an un-sprinklered building. OSSC 705.8.
8. Doors and windows shall not open or project into the public right-of-way. An approved appeal through PBOT is required for any doors or windows that project into the public right-of-way. OSSC 3202.2

Please see Exhibit E-4 for additional details.

The following Bureaus have responded with no issue or concerns:

- Bureau of Environmental Services
- Fire Bureau
- Water Bureau

*Staff notes the following:*

*On Urban Forestry comments: Staff has included the condition of approval as part of this recommendation.*

*On PBOT comments: The existing parking space was approved in 2009. No changes are proposed; therefore, it is allowed to remain as-is.*



**Neighborhood Review:** A Notice of Proposal in Your Neighborhood was mailed on **January 4, 2022.**

Two written responses have been received from the Neighborhood Association in response to the proposal.

- Northwest District Association, represented by Steve Pinger, wrote on January 11, 2022, noting general support for the addition of upper floors at this important neighborhood intersection, and support for the arrangement of the blade sign and entry bay. They noted concerns with the building frontages at sidewalk level including canopy design, storefront window size and composition, number of street trees on Glisan, and need for enhanced pedestrian lighting. They also questioned the Mediterranean idiom, durability of synthetic finishes, and over-brightness of white finish. See Exhibit F-1.
- Carol Rentschler, on January 18, 2022, wrote in with concerns about the quality of the design. See Exhibit F-2.

*Staff note:* Staff shared some similar concerns and addressed these concerns in the findings of the original staff report and below.

**Procedural History:**

This application was submitted on August 10, 2021 and deemed incomplete on September 9, 2021. Following receipt of some of the requested information, the application was deemed complete on December 8, 2021. A first hearing was scheduled for January 24, 2022. At that hearing, the Commission agreed with the staff report of denial and requested the applicant make changes. A return hearing was scheduled for February 28, 2022. At the second hearing, the Commission supported staff's revised recommendation of denial and asked the applicant to return in two weeks, on March 14, 2022, with some additional changes.

## **ZONING CODE APPROVAL CRITERIA**

### **Chapter 33.846.060 - Historic Resource Review**

#### **Purpose of Historic Resource Review**

Historic Resource Review ensures the conservation and enhancement of the special characteristics of historic resources.

#### **Historic Resource Review Approval Criteria**

Requests for Historic Resource Review will be approved if the review body finds the applicant has shown that all of the approval criteria have been met.

**Findings:** The site is located within the Alphabet Historic District and the proposal is for a non-exempt treatment. Therefore Historic Resource Review approval is required. The approval criteria are the *Community Design Guidelines* and the *Historic Alphabet District Community Design Guidelines Addendum*.

*Staff has considered all guidelines and addressed only those applicable to this proposal.*

### **Historic Alphabet District - Community Design Guidelines Addendum**

**1. Historic Changes.** Most properties change over time; those changes that have acquired historic significance will be preserved.

**Findings:** The existing building was constructed in 1940, at the end of the



period of significance; however, it is designated a non-contributing resource due to multiple alterations over the decades. None of these alterations have acquired historic significance and the changes proposed will not affect their significance or lack thereof. *This guideline is met.*

**2. Differentiate New from Old.** New additions, exterior alterations, or related new construction will retain historic materials that characterize a property to the extent practicable. Replacement materials should be reasonable facsimiles of the historic materials they replace. The design of new construction will be compatible with the historic qualities of the district as identified in the Historic Context Statement.

**Findings:** The proposed design shows that original elements such as the pilasters with simple Art Deco decoration are to remain and will be carried upward in the new addition, though simpler in their design, thus differentiated from the original. While little of the original design remains, the elements that do remain inform the proposed design, thus lending to the compatibility of the proposed addition with the historic district.

Following the first hearing, the applicant revised the design in response to Commission comments including simplifying the parapet to be more reflective of the original building's construction period and style, curving the upper level southern corner walls to reflect the curve at the southeast ground level corner, revising the entry bay upper level windows, revising the west façade deck to a south façade balcony, and expanding the area of storefront windows at the ground level.

Since the second hearing the applicant has also revised the recessed shared residential entry/restaurant egress in both plan and elevation to give more prominence to the residential entry, simplified the metal canopies, and now shows the original grooved belly band which had previously been shown to be modified.

Thus the proposal retains original materials that characterize the property and takes cues from the original design and the district as a whole with regard to the new elements to be added.

*This guideline is met.*

**3. Hierarchy of Compatibility.** Exterior alterations and additions will be designed to be compatible primarily with the original resource, secondarily with adjacent properties, and finally, if located within a historic or conservation district, with the rest of the District. Where practical, compatibility will be pursued on all three levels. New development will seek to incorporate design themes characteristic of similar buildings in the Historic Alphabet District.

**Findings:** In addition to carrying the pilasters into the addition, the proposed upper floors are to be clad in a 3-coat stucco system, which is compatible with the stucco at the ground floor. The applicant also proposes to remove the brick veneer which was added in 1973 and to repair this area with stucco. The half-story addition located at the west end of the building was constructed in 2012 and is clad in lap siding which was not approved. This addition is now noted to be re clad with stucco, as are all elevations.

The Alphabet Historic District has a very rich collection of distinctive apartment



building entries. At the first hearing, staff and the Commission noted that the proposed entry, which consisted of a single door next to another single door slightly further recessed, needed to be reconsidered. The Commission discussed the challenges of this entry with the applicant, recommending that the restaurant egress be relocated or turned to face west to minimize confusion at the apartment entry. At the second hearing, the applicant presented a revised drawing showing such a configuration, along with expanded glazing in a single-plane wall providing views into a small residential entry which now occupies the full recess.

The original drawings indicated that vinyl windows were proposed. Following discussion with the Commission at the first hearing, the applicant is now proposing fiberglass single-hung windows at the apartments, [with fixed fiberglass windows at the upper level entry bay]. The 2012 addition includes existing vinyl windows which were not approved through historic design review, and these are also proposed to be changed to fiberglass. [New ground level storefront windows and doors are proposed to be aluminum.]

The prior staff reports noted that not only was the window material important to revise, but the detail of the surround of the windows needed to be considered. The applicant revised the window surrounds to show an additional trim piece than previously shown, however, no material was identified and only a horizontal window section was provided. At the second hearing, the Commission provided comments on the window details and the applicant has revised the details in response to show better sash and trim details which will help ensure better protection against moisture infiltration as well as be more compatible with historic detailing. However, the material of the trim is still not identified, so in order to ensure compatibility with the district, staff has added a condition that all trim at upper-level windows shall be painted wood.

***With the condition that all trim at upper-level windows shall be wood, this guideline is met.***

### **Community Design Guidelines**

**P1. Plan Area Character.** Enhance the sense of place and identity by incorporating site and building design features that respond to the area’s desired characteristics and traditions.

**Findings:** The Northwest District Plan identifies this property’s area as a Streetcar Main Street and describes the desired characteristics and traditions as follows: “The Streetcar Era structures that define the character of the main streets, portions of which are located within the Alphabet Historic District, should be preserved or adaptively reused. New development should incorporate architectural features that characterize the district’s main streets, such as large storefront windows, awnings and upper-story residences, and should continue the historic pattern of a continuous frontage of buildings and active uses located close to sidewalks. Large retail developments should be integrated into the main streets’ fine-grain urban pattern and mix of uses through strategies such as including spaces suitable for small tenants along street frontages or by including upper-floor residences. Where appropriate, development should include outdoor space for dining and other activities that contribute to a vibrant urban environment. Disruptions to the continuity of the main street pedestrian



environment by curb cuts, driveways, garage fronts and surface parking areas should be avoided.”

The proposal meets this guideline by introducing upper-level residential units atop this one-story non-contributing resource. Additionally, the existing storefront windows along NW 21<sup>st</sup> Avenue will be expanded to provide greater visibility between the interior and exterior.

*This guideline is met.*

**P2. Historic and Conservation Districts.** Enhance the identity of historic and conservation districts by incorporating site and building design features that reinforce the area’s historic significance. Near historic and conservation districts, use such features to reinforce and complement the historic areas.

**Findings:** As is noted under Guideline #3 above, the proposal is achieving compatibility by proposing 3-coat stucco on the upper levels of the new addition and by carrying the existing pilasters up into the upper levels. The introduction of additional floors above this one-story non-contributing resource at this significant corner in the Alphabet Historic District strengthens the historic and dense commercial character of the district.

Since the first staff report, the applicant has revised the proposal to show that 3-coat stucco is now proposed on all elevations as well as at the 2012 addition. The proposed windows, including those at the 2012 addition, have also been revised to indicate they will be fiberglass, not vinyl. Following the first hearing, the applicant has revised the design of the upper levels to better reflect the character of the existing building which was built in 1940, at the end of the district’s period of significance. The 2-story addition is a bit of a combination of Art Moderne and Art Deco with the streamlined horizontality emphasized with the curved corners and flattened cornice wrapping around the building and verticality highlighted with the pilasters and narrow arched window with stepped sidelights. These revisions to the addition complement the character of the existing building and the district as a whole.

*This guideline is met.*

**P3. Gateways.** Develop or strengthen the transitional role of gateways in adopted community and neighborhood plans.

**Findings:** While this intersection is identified in the Northwest District Plan as a Neighborhood Focal Point, it is not identified as a Gateway. *This guideline is not applicable.*

**E1. The Pedestrian Network.** Create an efficient, pleasant, and safe network of sidewalks and paths for pedestrians that link destination points and nearby residential areas while visually and physically buffering pedestrians from vehicle areas.

**Findings:** PBOT has indicated that the sidewalks will need to be reconstructed to meet current standards, including a new ADA ramp at the corner, but that no dedications will be required.

The applicant is proposing a new canopy to cover the areas currently protected by canopy and will introduce LED lighting to the underside of the canopy to illuminate the sidewalk at night.



The applicant previously proposed landscaped area along the NW 21<sup>st</sup> Avenue frontage where the building is set back from the property line in order to meet a 15% landscaped area Code requirement as part of nonconforming upgrades. The Commission did not believe that this area was appropriate for landscaping in that it is an urban public sidewalk in a commercial district and also located beneath a canopy. The Commission found that this area was better suited for tables and chairs for patrons of the first level restaurant to remain as this seating helps to activate the streetscape. The applicant has thus moved the proposed landscaping to the second-floor courtyard where it can provide a bit of a buffer between this communal space and the apartments that surround it.

*This guideline is met.*

**E2. Stopping Places.** New large-scale projects should provide comfortable places along pedestrian circulation routes where people may stop, visit, meet, and rest.

**E3. The Sidewalk Level of Buildings.** Create a sense of enclosure and visual interest to buildings along sidewalks and pedestrian areas by incorporating small scale building features, creating effective gathering places, and differentiating street level facades.

**Findings:** As is noted in the findings immediately above, the existing condition offers café seating beneath a canopy along the NW 21<sup>st</sup> Avenue and NW Glisan Street frontages. The revised proposal shows the landscaped area that was originally proposed in this location to be relocated to the second-floor courtyard. The two required short-term bicycle parking spaces have been relocated to the NW 21<sup>st</sup> Avenue frontage within the boundary of the property, however, the rest of this space will remain open and available for café seating.

*This guideline is met.*

**E4. Corners that Build Active Intersections.** Create intersections that are active, unified, and have a clear identity through careful scaling detail and location of buildings, outdoor areas and entrances.

**Findings:** The proposal at the ground level has been revised to show an increase in the amount of storefront glazing on both frontages, where possible. As was discussed at the January 24, 2022 hearing, the existing walls are made of concrete and act as shear walls, thus reducing the ability to increase the width of openings, however, the total height has been increased by removing the bulkheads below the storefronts on the east façade. The storefronts are not shown to be operable as was discussed as a possibility at the hearing on January 24, 2022. On the south façade, the interior layout of the restaurant kitchen, which is to remain unchanged with the exception of a reduction in the size of the cooler to allow for insertion of a trash room within the same footprint, makes substantial revisions to the south façade infeasible.

At the first hearing, the Commission discussed ways to make the combined residential entry/restaurant egress more successful, including relocating the restaurant egress to the east wall of the recess. This change was presented at the February 28<sup>th</sup> hearing and now allows retail activity to be concentrated at the east with residential activity more clearly distinguished and protected on the south.



The revised design further emphasizes the corner by carrying the existing curved corner up into the second and third floors. The apartment signage is proposed to remain in the second bay as to highlight the location of the apartment entry. The ground level café seating area is proposed to remain which will help to activate this corner. The canopy and outdoor café seating help mark this corner which is a Neighborhood Focal Point.

*This guideline is met.*

**E5. Light, Wind, and Rain.** Enhance the comfort of pedestrians by locating and designing buildings and outdoor areas to control the adverse effects of sun, shadow, glare, reflection, wind, and rain.

**Findings:** The proposal includes a canopy extending nearly the length of the existing canopy. While previously shown to wrap the full length of the existing canopy, the revised proposal shows that the canopy will be broken at the pilasters and the canopy over the residential entry will be distinct from the restaurant canopy. This design provides almost the same amount of coverage but is better integrated with the design of the building. This canopy will help protect pedestrians from rain and sun.

Staff notes that the Neighborhood Association expressed concern about the brightness of the stucco as represented in the rendering. A bright white stucco may result in some glare that could be toned down with a more neutral color; however, Art Moderne buildings were often white in color.

*This guideline is met.*

**D1. Outdoor Areas.** When sites are not fully built on, place buildings to create sizable, usable outdoor areas. Design these areas to be accessible, pleasant, and safe. Connect outdoor areas to the circulation system used by pedestrians.

**D3. Landscape Features.** Enhance site and building design through appropriate placement, scale, and variety of landscape features.

**Findings for D1 & D3:** The building's footprint is already established at the property line on the south side and slightly recessed on the east. The previous proposal showed landscaping to be included in the recessed area along NW 21<sup>st</sup> in order to comply with the landscaping requirement as part of nonconforming upgrades. However, as was discussed at the January 24, 2022 hearing, landscaping is not appropriate in this location. As such, the Commission suggested that this area should be kept clear for café seating and any landscaping should be provided at the second floor courtyard or the roof. The revised proposal shows landscaping now provided at the second-floor courtyard which will help provide some privacy to the apartments that face the courtyard.

*This guideline met.*

**D2. Main Entrances.** Make the main entrances to houses and buildings prominent, interesting, pedestrian-accessible, and transit-oriented.

**Findings:** The new main entry to the residential units is located one bay west of the easternmost bay on the south side and is paired with the restaurant egress door. The two doors are justified to the east of this bay due to the



interior layout of the restaurant kitchen which is not proposed to be substantially altered as part of this proposal.

Following discussion at the first hearing and further discussion with staff, the applicant presented a revised entry design at the second hearing. The revised design responded to staff and Commission comments, relocating the restaurant egress to the east wall of the recess, allowing the residential entry to be the only door facing NW Glisan Avenue in a single plane recessed wall of windows that provides views into a small residential lobby. This revision increases glazing at the ground level and allows the residential entry to be more appropriate for the district.

The original proposal showed an arched window highlighting the entry/stair bay. The Commissioners described this arch as Romanesque and not in keeping with the existing building and the proposed addition. The applicant revised this window scheme to one with a vertical emphasis with stepped sidelights, more in keeping with Art Deco design. This window pattern is carried down to the second level windows, separated by a spandrel of stucco. The proposed entry/stair bay glazing scheme is more in keeping with the existing building than was the previous scheme and allows the entry location to be easily identified. It provides interest by adding a bit of drama to this modestly-scaled building, without overwhelming the design motif. However, because the entry bay is justified to the east and the current drawings show a large blade sign scheme filling the blank space to the west. The justified entry scheme works in this instance because it is balanced by a large sign in the leftover space. As such, staff has added a condition that an apartment sign, to be approved through a future review, must be of comparable size as the sign shown in the concept, which is shown as 20sf.

*With the condition that an apartment sign, to be approved through a future review, must be of comparable sign as the sign shown in the concept, which is shown as 20 square feet, this guideline is met.*

**D4. Parking Areas and Garages.** Integrate parking in a manner that is attractive and complementary to the site and its surroundings. Locate parking in a manner that minimizes negative impacts on the community and its pedestrians. Design parking garage exteriors to visually respect and integrate with adjacent buildings and environment.

**Findings:** The existing parking area was approved in 2009 and will remain as-is. The trash area, previously shown to be located in this location with a revised parking area, has been relocated further east, accommodated by a reduction in restaurant cooler size, so as to allow the parking area to remain as-is.

*This guideline is met.*

**D5. Crime Prevention.** Use site design and building orientation to reduce the likelihood of crime through the design and placement of windows, entries, active ground level uses, and outdoor areas.

**Findings:** The proposal shows LED lighting at the underside of the canopy, thus providing illumination to this area of the building. The building also has plentiful windows at the upper floors as well as balconies that will offer “eyes on the street”. *This guideline is met.*



**D6. Architectural Integrity.** Respect the original character of buildings when making modifications that affect the exterior. Make additions compatible in scale, color, details, material proportion, and character with the existing building.

**Findings:** The existing noncontributing building will remain primarily intact with minor alterations to the existing façade. The new addition will be constructed directly on top of the existing, with the two additional floors resulting in a proportionally scaled building for this 5,000sf footprint. The existing pilasters at the ground floor will be carried up into the upper floors with stucco detailing, though the new pilasters will be simpler and narrower than the existing wide fluted pilasters. The round detailing at the top of the existing pilasters is repeated at the top of the new pilasters with round inset stucco medallions. The rounded detailing also reappears in the new addition in the metal balcony railings, the arched detail of the extended entry, the detailing around the blade sign, the rounded corner of the canopy, and the curved corners at the south end of the building.

The proposed exterior material of the addition is to be 3-coat stucco, which is compatible with the concrete ground level stucco. The existing brick veneer which was installed in 1973 will be removed and replaced/repared with 3-coat stucco to match the original condition. In addition, the 2012 second-floor addition will also be reclad in stucco for overall coherency.

*This guideline is met.*

**D7. Blending into the Neighborhood.** Reduce the impact of new development on established neighborhoods by incorporating elements of nearby, quality buildings such as building details, massing, proportions, and materials.

**Findings:** The subject property is located at a designated Neighborhood Focal Point per the Northwest District Plan and is therefore considered a highly visible corner in the neighborhood and in this historic district. Because of this level of visibility, ensuring the addition's compatibility with the historic character of the district is paramount. The addition of residential units above the ground floor of this existing non-contributing resource is supported and has the potential to further strengthen the significance of this corner on the commercial corridor. The proposal for a 3-coat stucco clad addition is appropriate and compatible with the existing building and the district as a whole.

Since the first hearing, the proposal has been revised to show a more modest cornice, fiberglass windows instead of vinyl, curved corners which take cues from the existing building, and larger storefront windows.

*This guideline is met.*

**D8. Interest, Quality, and Composition.** All parts of a building should be interesting to view, of long lasting quality, and designed to form a cohesive composition.

**Findings:** Staff and the Commission had previously identified concerns related to interest, quality, and composition. The design has since been revised and meets this guideline in the following ways:

- The previously proposed vinyl windows at the upper levels have been revised to fiberglass, which is more compatible with the historic district.



- Three-coat stucco is now proposed on all elevations, including on the 2012 addition, the interior courtyard, and the entry recess for a more cohesive and high-quality expression.
- The landscaping previously proposed at the ground floor of NW 21<sup>st</sup> Avenue has been relocated to the second-floor courtyard which is more appropriate for this urban commercial district.
- The residential canopy is now distinct from the retail canopy, with the canopy broken at the pilasters.
- The northernmost windows on the east façade have been shifted away from the building edge and the northern edge of the building is now more substantial.
- Greater symmetry and cohesion in the fenestration pattern has now been achieved in that the upper and lower windows now have a stronger vertical alignment with each other.
- The previously proposed sliding balcony doors at the upper levels have been revised to in-swinging single doors, which is more compatible with the historic district.
- The post-supported deck at the west façade has been removed and replaced with a balcony on the south façade.

- The restaurant egress has been relocated to the east wall of the recess, combined with further recessing of the wall of the residential entry so that there is no jog in this wall plane.
- The existing belly band is shown to remain as is, with newly exposed areas shown to reflect the grooved character of the belly band.
- The canopies have been revised to a simpler rectangular design with modest detailing at the edges and the balconies have been revised to an exposed tube steel frame rather than a C-channel design.
- Additional details have been provided for the round medallions, window trim and section details, connection points, and routing of electrical conduit, all showing improved quality and consideration of design.
- The curved corner of the cornice is indicated to be pre-finished (unspecified) sheet metal of 22 gauge and supported by a stiffener to prevent oil-canning. Staff still believes that, because of the vertical depth of the cornice stepping, this metal should be 20-gauge aluminum. A condition has been added for this thicker metal.
- Signage has been noted as conceptual with all signage to be approved in a follow up review, per the included condition. The proposed frame around the blade sign is indicated to be reviewed with the signage review. A condition has been added that an apartment sign, to be approved through a future review, must be of comparable sign as the sign shown in the concept, which is shown as 20 square feet.

***With the following conditions this guideline is met:***

- ***all signage, with the exception of addressing or otherwise exempt signage, shall be reviewed in a follow-up historic resource review and that an apartment sign, to be approved through a future review, must be of comparable sign as the sign shown in the concept, which is shown as 20 square feet; and***
- ***The cornice shall be constructed of 20-gauge aluminum.***

## **DEVELOPMENT STANDARDS**



Unless specifically required in the approval criteria listed above, this proposal does not have to meet the development standards in order to be approved during this review process. The plans submitted for a building or zoning permit must demonstrate that all development standards of Title 33 can be met, or have received an Adjustment or Modification via a land use review prior to the approval of a building or zoning permit.

## CONCLUSIONS

The purpose of the Historic Resource Review process is to ensure that additions, new construction, and exterior alterations to historic resources do not compromise their ability to convey historic significance. As a result of revisions following staff and Commission comments, the proposal has improved from the original design. The resultant project will be a modest building of relatively simple design but will enhance this corner with a greater level of activity and presence. With the added conditions, this proposal meets the applicable Historic Resource Review criteria and therefore warrants approval.

## TENTATIVE STAFF RECOMMENDATION

(May be revised upon receipt of new information at any time to the Historic Landmarks Commission decision)

Staff recommends approval of the addition of two stories of apartments over an existing one-story noncontributing building that contains a restaurant in the Alphabet Historic District. The proposed new second and third levels will contain four apartments each, centered around an enclosed courtyard, with a new lobby/stair and recycling/trash room at the ground level.

- A. As part of the building permit application submittal, the following development-related conditions (B through F) must be noted on each of the 4 required site plans or included as a sheet in the numbered set of plans. The sheet on which this information appears must be labeled "ZONING COMPLIANCE PAGE - Case File LU 21-076261 HR". All requirements must be graphically represented on the site plan, landscape, or other required plan and must be labeled "REQUIRED."
- B. At the time of building permit submittal, a signed Certificate of Compliance form (<https://www.portlandoregon.gov/bds/article/623658>) must be submitted to ensure the permit plans comply with the Design/Historic Resource Review decision and approved exhibits.
- C. No field changes allowed.
- D. All trim at upper-level windows shall be wood.
- E. The cornice shall be constructed of 20-gauge aluminum.
- F. All signage, with the exception of addressing or otherwise exempt signage, shall be reviewed in a follow-up historic resource review. An apartment sign, to be approved through a future review, must be of comparable sign as the sign shown in the concept, which is shown as 20 square feet.

=====



**Procedural Information.** The application for this land use review was submitted on August 10, 2021, and was determined to be complete on December 8, 2021.

*Zoning Code Section 33.700.080* states that Land Use Review applications are reviewed under the regulations in effect at the time the application was submitted, provided that the application is complete at the time of submittal, or complete within 180 days. Therefore this application was reviewed against the Zoning Code in effect on August 10, 2021.

ORS 227.178 states the City must issue a final decision on Land Use Review applications within 120-days of the application being deemed complete. The 120-day review period may be waived or extended at the request of the applicant. In this case, the applicant requested that the 120-day review period be extended 35 days. Unless further extended by the applicant, **the 120 days will expire on: May 12, 2022.**

**Some of the information contained in this report was provided by the applicant.** As required by Section 33.800.060 of the Portland Zoning Code, the burden of proof is on the applicant to show that the approval criteria are met. The Bureau of Development Services has independently reviewed the information submitted by the applicant and has included this information only where the Bureau of Development Services has determined the information satisfactorily demonstrates compliance with the applicable approval criteria. This report is the recommendation of the Bureau of Development Services with input from other City and public agencies.

**This report is not a decision. The review body for this proposal is the Landmarks Commission who will make the decision on this case.** This report is a recommendation to the Landmarks Commission by the Bureau of Development Services. The review body may adopt, modify, or reject this recommendation. The Landmarks Commission will make a decision about this proposal at the hearing or will grant a continuance. Any new written testimony should be emailed to **Hillary Adam** at [Hillary.Adam@PortlandOregon.gov](mailto:Hillary.Adam@PortlandOregon.gov). If you cannot email comments and must mail comments via USPS mail, your comments to the Landmarks Commission can be mailed c/o the Landmarks Commission, 1900 SW Fourth Ave., Suite 5000, Portland, OR 97201.

You will receive mailed notice of the decision if you write a letter received before the hearing or testify at the hearing, or if you are the property owner or applicant. You may review the file on this case by appointment at our office at 1900 SW Fourth Ave., Suite 5000, Portland, OR 97201. Please call the file review line at 503-823-7617 to schedule an appointment.

**Appeal of the decision.** The decision of the Historic Landmarks Commission may be appealed to City Council, who will hold a public hearing. If you or anyone else appeals the decision of the review body, only evidence previously presented to the review body will be considered by the City Council.

**Who can appeal:** You may appeal the decision only if you write a letter which is received before the close of the record for the hearing, if you testify at the hearing, or if you are the property owner/applicant. **Appeals must be filed within 14 days of the decision. An appeal fee of \$5,513.00 will be charged (one-half of the BDS LUS application fee for this case).**

Additional information on how to file and the deadline for filing an appeal will be included with the decision. Assistance in filing the appeal and information on fee



waivers are available from the Bureau of Development Services in the Development Services Center, 1900 SW Fourth Ave., First Floor. Neighborhood associations recognized by the Office of Neighborhood Involvement may qualify for a waiver of the appeal fee provided that the association has standing to appeal. The appeal must contain the signature of the Chair person or other person authorized by the association, confirming the vote to appeal was done in accordance with the organization's bylaws.

Neighborhood associations, who wish to qualify for a fee waiver, must complete the Type III Appeal Fee Waiver Request for Organizations Form and submit it prior to the appeal deadline. The Type III Appeal Fee Waiver Request for Organizations Form contains instructions on how to apply for a fee waiver, including the required vote to appeal.

**Recording the final decision.**

If this Land Use Review is approved the final decision will be recorded with the Multnomah County Recorder.

- *Unless appealed*, the final decision will be recorded after the end of the appeal period by the Bureau of Development Services.

The applicant, builder, or a representative does not need to record the final decision with the Multnomah County Recorder.

For further information on your recording documents please call the Bureau of Development Services Land Use Services Division at 503-823-0625.

**Expiration of this approval.** An approval expires three years from the date the final decision is rendered unless a building permit has been issued, or the approved activity has begun.

Where a site has received approval for multiple developments, and a building permit is not issued for all of the approved development within three years of the date of the final decision, a new land use review will be required before a permit will be issued for the remaining development, subject to the Zoning Code in effect at that time.

Zone Change and Comprehensive Plan Map Amendment approvals do not expire.

**Applying for your permits.** A building permit, occupancy permit, or development permit must be obtained before carrying out this project. At the time they apply for a permit, permittees must demonstrate compliance with:

- All conditions imposed here.
- All applicable development standards, unless specifically exempted as part of this land use review.
- All requirements of the building code.
- All provisions of the Municipal Code of the City of Portland, and all other applicable ordinances, provisions and regulations of the city.

**The Bureau of Development Services is committed to providing equal access to information and hearings. Please notify us no less than five business days prior to the event if you need special accommodations. Call 503-823-7300 (TTY 503-823-6868).**

Hillary Adam



March 8, 2022

**EXHIBITS – NOT ATTACHED UNLESS INDICATED**

- A. Applicant's Statement
  - 1. Project Summary
  - 2. Original Drawing Submittal
  - 3. Appendix Drawings
  - 4. Zoning Analysis
  - 5. Fire Flow Report
  - 6. Geotech Report
  - 7. Pre-App Summary Notes
  - 8. Request to Deem Complete
  - 9. Revised Narrative
  - 10. Revised Drawings, dated December 8, 2021
  - 11. Revised Appendix, dated December 8, 2021
  - 12. Revised Drawings, dated December 20, 2021
  - 13. Revised Appendix, dated December 20, 2021
- B. Zoning Map (attached)
- C. Plan & Drawings
  - 1. Cover Sheet
  - 2. Site Plan (attached)
  - 3. Second Floor Plan
  - 4. Third Floor Plan
  - 5. Roof Plan
  - 6. East Elevation (attached)
  - 7. West Elevation
  - 8. South Elevation (attached)
  - 9. North Elevation
  - 10. Site Utilities Plan
  - 11. Window Specs and Wall Section Detail
  - 12. Storefront Specs and Stucco Detail
  - 13. Balcony and Cornice Detail
  - 14. Sign Concepts (not recommended for approval)
  - 15. Entry Details
  - 16. Canopy and Medallion Details
- D. Notification information:
  - 1. Request for response
  - 2. Posting letter sent to applicant
  - 3. Notice to be posted
  - 4. Applicant's statement certifying posting
  - 5. Mailed notice
  - 6. Mailing list
- E. Agency Responses:
  - 1. Bureau of Parks, Forestry Division
  - 2. Bureau of Transportation Engineering and Development Review
  - 3. Site Development Review Section of BDS
  - 4. Life Safety Division of BDS
  - 5. Bureau of Environmental Services
  - 6. Fire Bureau
  - 7. Bureau of Parks, Forestry Division, revised response
- F. Letters
  - 1. Northwest District Association, represented by Steve Pinger, wrote on January 11, 2022, noting general support for the addition of upper floors and noting some concerns with the design.



2. Carol Annino Rentschler, on January 18, 2022, wrote in opposition, with concerns about the quality of design.

G. Other

1. Original LUR Application
2. Incomplete Letter, dated September 9, 2022

H. Hearing

1. Staff Report, dated January 14, 2022
2. Staff Presentation, dated January 24, 2022
3. Drawings for January 24, 2022 Hearing
4. Extension Form, dated January 27, 2022
5. Revised Drawings, dated February 8, 2022
6. Revised Drawings, dated February 28, 2022
7. Revised Perspective





**City of Portland, Oregon**  
**Bureau of Development Services**  
**Land Use Services**  
FROM CONCEPT TO CONSTRUCTION

Dan Ryan, Commissioner  
Rebecca Esau, Director  
Phone: (503) 823-7300  
Fax: (503) 823-5630  
TTY: (503) 823-6868  
[www.portland.gov/bds](http://www.portland.gov/bds)

## Type III Land Use Review

# MEMORANDUM

**Date:** March 10, 2022  
**To:** Historic Landmarks Commission  
**From:** Hillary Adam, Design / Historic Review Team  
503-823-8953 | [hillary.adam@portlandoregon.gov](mailto:hillary.adam@portlandoregon.gov)  
**Re:** LU 21-076261 HR – Courtyard 21  
Type III Design Review – March 14, 2022

This memo is regarding the upcoming continued Type III hearing on March 14, 2022 for Courtyard 21. The following supporting documents are available as follows:

- Staff Report – (attached)
- Drawings – (attached). Note, Commissioners who requested hard copies will receive the drawing set via standard US mail.

### I. PROGRAM OVERVIEW

This proposal adds 2 stores of apartments over an existing one-story, non-contributing restaurant in the Alphabet Historic District and the Northwest Plan District. The 5,000sf site, located at the northwest corner of the intersection of NW 21<sup>st</sup> and NW Glisan Street, has an existing 1940's structure constructed of cast in place concrete and a 2013 partial second story office addition to the west end of the building. These proposed new second and third levels will contain four apartments each, centered around an enclosed courtyard, with a new lobby/stair and recycling/trash room at the ground level.

### II. DEVELOPMENT TEAM BIO

<b>Architect</b>	Jack Lyon   Investment Builders, LLC
<b>Owner</b>	Brad Johnson   21Glisan, LLC
<b>Project Valuation</b>	\$ 1.592 million

### III. HISTORIC REVIEW APPROVAL CRITERIA –

- [Community Design Guidelines](#)
- [Alphabet Historic District: Community Design Guidelines Addendum](#)

### III. MODIFICATIONS

No Modifications have been requested.

### IV. STAFF RECOMMENDATION



While significant advances have been made in the overall design, due to additional refinement and details needed for analysis, staff found that the proposal does not yet meet the applicable Historic Resource Review criteria, therefore, the Staff Report recommends denial. From the SR conclusion:

“The purpose of the Historic Resource Review process is to ensure that additions, new construction, and exterior alterations to historic resources do not compromise their ability to convey historic significance. As a result of revisions following staff and Commission comments, the proposal has improved from the original design. The resultant project will be a modest building of relatively simple design but will enhance this corner with a greater level of activity and presence. With the added conditions, this proposal meets the applicable Historic Resource Review criteria and therefore warrants approval.”

The list of non-standard conditions is included here:

- D. All trim at upper-level windows shall be wood.
- E. The cornice shall be constructed of 20-gauge aluminum.
- F. All signage, with the exception of addressing or otherwise exempt signage, shall be reviewed in a follow-up historic resource review. An apartment sign, to be approved through a future review, must be of comparable sign as the sign shown in the concept, which is shown as 20 square feet.

## **VI. PROCEDURAL NOTES**

- The application was submitted on August 10, 2021 and deemed complete on December 8, 2021. The first hearing was held on January 24, 2022 and the second hearing was held on February 28, 2022.

Attachments:                      Drawing Set dated March 3, 2022



# 1/24/22 - LANDMARKS COMMISSION

LU 21-076261 HR – Courtyard 21

**ATTENDEES - TESTIFIERS IN RED** *(subject to change)*

FIRST NAME	LAST NAME	EMAIL	ADDRESS	CITY	ZIP	ARE YOU HERE FOR:	WOULD YOU LIKE TO TESIFY	FOR OR AGAINST
Sam	macbale	smacbales@gmail.com	501 NW 21st Ave.	PORTLAND	97209	YES	NO	FOR
Gerald	Bristol	bristol_andrew@yahoo.com	2155 NW Flanders St	Portland	97210	YES	NO	N/A
Dillon	Rice	dillon.rice@frontier.com	15625 SW Snowy Owl Ln.	Beaverton	97007	NO	NO	FOR
Fred	Leeson	fredleeson@hotmail.com	2226 NE HANCOCK ST	PORTLAND	97212	YES	N/A	N/A
John	Czarnecki	jrca@aol.com	1020 SW Taylor St #234	Portland	97205	YES	NO	N/A
Thomas	Rask	trask@kelrun.com	520 S.W. Yamhill Street, Suite 600	Portland	97204	YES	N/A	N/A
Steve	Corey	was in hearing, but did not show on registration list						

\*REGISTRATION PAGE IS NOT SHOWING ANY NEW PEOPLE AFTER REFRESHING. KEEPS SHOWING THE 1ST 3 AND NOBODY ELSE

LU 21-076261 HR H.14



## 2/28/22 - LANDMARKS COMMISSION

### LU 21-076261 HR – Courtyard 21

#### ATTENDEES - **TESTIFIERS IN RED** *(subject to change)*

FIRST NAME	LAST NAME	EMAIL	ADDRESS	CITY	ZIP	ARE YOU HERE FOR:	WOULD YOU LIKE TO TESIFY	FOR OR AGAINST
Cole	Cabler	ccabler@imiweb.org	13032 NE Tillamook St	Portland	97230	YES	NO	N/A
Donna	Keller	sonata4852@msn.com	1307 NE Hancock St	Portland	97212	YES	NO	FOR
Fred	Leeson	fredleeson@hotmail.com	2226 NE HANCOCK ST	PORTLAND	97212	YES	NO	N/A

LU 21-076261 HR H.14



3/14/22 - LANDMARKS COMMISSION								
LU 21-076261 HR – Courtyard 21								
ATTENDEES - TESTIFIERS IN RED (subject to change)								
FIRST NAME	LAST NAME	EMAIL	ADDRESS	CITY	ZIP	ARE YOU HERE FOR:	WOULD YOU LIKE TO TESIFY	FOR OR AGAINST
							LU 21-076261 HR	H.14