



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

Dan Saltzman, Commissioner
Paul L. Scarlett, Director
Phone: (503) 823-7300
Fax: (503) 823-5630
TTY: (503) 823-6868
www.portlandoregon.gov/bds

Date: January 7, 2016

To: Gary Golla, SERA Architects

From: Benjamin Nielsen, Land Use Services, Benjamin.Nielsen@portlandoregon.gov

RE: Design Advice Request posting for EA 15-252476 DA

Dear Mr. Golla:

I have received your application for a Design Advice Request (DA) at 620 SW WASHINGTON ST. Your case number is given above. The first meeting with the Design Commission is scheduled for **January 28, 2016**. 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 20 days before the hearing. The information below will help you do this. Posting boards are now ready for you to pick up from the Development Services Center, 1st Floor. The Development Services Center is open Tuesday-Friday 8AM to 3PM. I am enclosing the notice that should be placed on the signs.

- A. You must post one of these signs every 600 feet, or fraction thereof, on each street frontage of the property. Because you have approximately 200 feet of street frontage on **SW Washington Street**, you should post **1 sign**. Because you have approximately 100 feet of street frontage on **SW Broadway**, you should post **1 sign**. Because you have approximately 200 feet of street frontage on **SW 6th Avenue**, you should post **1 sign**. Because you have approximately 100 feet of street frontage on **SW Alder Street**, you should post **1 sign**.
- 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 meeting with the Design Commission for your case is scheduled for **January 28, 2016**, you must post the notice by January 8, 2016, 20 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. You must return this statement to us by January 14, 2016, 14 days before the hearing.
- E. You should not remove the notice before the meeting, but it must be taken down within two weeks after the meeting. You may want to save the posting boards to use for the required site posting during the Type III land use review.

Encls: Posting Notice
Statement Certifying Posting

cc: Application Case File

Gary Golla, SERA Architects
338 NW 5H AVE PORTLAND OR 97209

DATE: _____

TO: Benjamin Nielsen
Bureau of Development Services
1900 SW Fourth Ave., Suite 5000
Portland, Oregon 97201

APPLICANT'S STATEMENT CERTIFYING DESIGN ADVICE REQUEST POSTING

Case File EA 15-252476 DA

This certifies that I have posted notice on my site. I understand that the meeting with the Design Commission is scheduled for **January 28, 2016** at 1:30PM, and that I was required to post the property at least 20 days before the hearing.

The required number of poster boards, with the notices attached, were set up on _____(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 14, 2016, 14 days before the scheduled meeting. I also understand that if I do not post the notices by January 8, 2016, or return this form by January 14, 2016, my meeting will automatically be postponed.

In addition, I understand that I may not remove the notices before the meeting, but am required to remove them within two weeks of the meeting.

Signature

Print Name

Address

City/State/Zip Code

DESIGN ADVICE REQUEST POSTING NOTICE

CASE FILE: EA 15-252476 DA

Marriott Hotel

(EA 15-250541 PC)

REVIEW BY: Design Commission

WHEN: January 28, 2016 @ 1:30pm

WHERE: 1900 SW Fourth Ave., Room 2500A Portland, OR 97201



*** To learn more about the Design Advice Request process and how you can provide comments to the Commission and/or engage the neighborhood contacts (listed below) to provide comments to the Commission, please visit <http://www.portlandonline.com/bds/index.cfm?c=36648&a=116209>

Location: 620 SW WASHINGTON ST

Zoning/Designation: CXd – Central Commercial with Design Overlay, Central City Plan District, Downtown Subdistrict

Neighborhood Contacts: Portland Downtown, contact Rani Boyle at 503-725-9979, Neighbors West/Northwest, contact Mark Sieber at 503-823-4212.

Proposal: A Design Advice Request is a voluntary review process that allows the Commission to provide early feedback on a development proposal, prior to the required land use review. The applicant proposes a 4-floor addition to the Downtown Marriott Hotel above the existing parking garage at 620 SW Washington St and connected to the existing hotel at 525 SW Broadway. The proposed addition will add 127 guest rooms and 67,552 square feet.

*** To view project information (including drawings), please visit the Design Commission www.portlandoregon.gov/bds/PortlandDesignCommissionAgenda and click on the link at the top of the first page. This link is continually updated and will have the latest information about the project including any follow-up hearing dates.

Approval Criteria: In order to be approved during the required land use review, this proposal must comply with the approval criteria of Title 33, Portland Zoning Code. The applicable approval criteria are *Chapter 33.825 – Design Reviews* and the *Central City Fundamental Design Guidelines*.

*** Further information is available from the Bureau of Development Services. Please contact Benjamin Nielsen at (503) 823-7812, Benjamin.Nielsen@portlandoregon.gov, or 1900 SW Fourth Ave., Suite 5000, Portland, OR 97201.

The Bureau of Development Services is committed to providing equal access to information and hearings. If you need special accommodations, please call 503-823-7300 (TTY 503-823-6868).

GENERAL INFORMATION ABOUT THE DESIGN ADVICE REQUEST PROCESS

Purpose of a Design Advice Request

Design Advice Requests are not intended to substitute for other Code-required land use or legislative procedures. Purposes served by Design Advice Requests might include the following:

- Early feedback on atypical building types or configurations unable to draw on other prior project approvals to assess approval potential.
- Projects which, for various reasons, anticipate including elements that do not appear to conform to design guidelines, and which may require a waiver of one or more design guidelines.
- Unique urban design schemes for which interest or support is sought prior to approaching other agencies.

Process

The Portland Zoning Code affords the opportunity for parties interested in bringing matters before the Design Commission outside of other prescribed regulatory or legislative processes. The relevant Code chapter reads as follows:

33.730.050 F. Other pre-application advice.

An applicant may request advice from the Design Commission or Historical Landmarks Commission prior to submitting a land use request that would be heard by these commissions. These requests are known as "Design Advice Requests". These requests do not substitute for a required pre-application conference with the BDS staff and other City urban service or technical representatives.

The general order of appearance for those attending the meeting is as follows: Bureau of Development Services introduction, applicant presentation, clarifying questions about the proposal by the Commission, public comment, informal discussion about the proposal between the Commission and the applicants, and Design Commission final comment. There will be no final decision about this proposal during this Design Advice Request process. At the request of the Commission, a submittal for a Design Advice Request may be continued to a future date for further discussion.

Opportunity for Public Comment

The neighborhood association may take a position on the proposed development and may have scheduled an open meeting prior to providing comment to the Design Commission. Please contact the person listed as the neighborhood contact to determine the time and date of this meeting. The public meeting with the Design Commission will provide an opportunity for parties to submit oral and written comment on this matter

Design Advice Request Results

Design Advice Requests will provide informal, advisory response only. Responses received at the meeting may inform City staff when processing future land use reviews, but will not be considered a formal directive from the Commission. The Commission may offer future procedural or design direction, and may also offer a preliminary assessment against approval criteria that would apply were the proposal to be reviewed formally through the land use review process. Comment provided at the meeting will be documented by City staff, and will be available for further and future reference.