

# CITY OF PORTLAND

Office of City Auditor LaVonne Griffin-Valade

### **Hearings Office**

1900 SW 4<sup>th</sup> Avenue, Room 3100 Portland, OR 97201

phone: (503) 823-7307 - fax: (503) 823-4347 web: www.portlandoregon.gov/auditor/hearings



### DECISION OF THE HEARINGS OFFICER

### I. GENERAL INFORMATION

File No.:

LU 11-108346 LDS (HO 4110019)

Applicant:

Claybourne Commons LLC

PO Box 130

Lake Oswego, OR 97034

Representative:

Ken Sandblast

Planning Resources Inc.

17690 SW Boones Ferry Road Lake Oswego, OR 97035

**Hearings Officer:** 

Kenneth Helm

Bureau of Development Services (BDS) Staff Representative: Sue Donaldson

Site Address:

1606 SE Claybourne Street, 1605 SE Glenwood Street and 6637 SE

Milwaukie Avenue

**Legal Description:** 

BLOCK 3 LOT 1&2 E 50' OF LOT 7&8, CITY VIEW PK ADD & NO 2; BLOCK 3 E 1/2 OF LOT 5 & 6, CITY VIEW PK ADD & NO 2; BLOCK 3 W 1/2 OF LOT 5 & 6, CITY VIEW PK ADD & NO 2; BLOCK 3 W

50' OF LOT 7&8, CITY VIEW PK ADD & NO 2

Tax Account No.:

R158900390, R158900490, R158900510, R158900530

State ID No.:

1S1E23AB 14600, 1S1E23AB 14900, 1S1E23AB 14800, 1S1E23AB

14700

Quarter Section:

3732

Neighborhood:

Sellwood-Moreland

**Business District:** 

Westmoreland

**District Coalition:** 

Southeast Uplift

Plan District:

None

Other Designations:

None

Zoning:

CS – Storefront Commerical

Land Use Review:

Type III, LDS Land Division Subdivision

**Public Hearing:** The hearing was opened at 9:04 a.m. on August 24, 2011, in the 3<sup>rd</sup> floor hearing room, 1900 SW 4<sup>th</sup> Avenue, Portland, Oregon, and was closed at 10:06 a.m. The Hearings Officer discussed the requirements of ORS 197.763 and disclaimed any *ex parte* contacts or conflicts of interest. The Hearings Officer stated that for testimony to be relevant, it must be directed at the applicable approval standards set forth in the BDS Staff Report.

There was a request by BDS Staff to keep the record open for seven days to address evidence that had been submitted between the time the staff report was issued and the hearing date. The Applicant agreed. The Hearings Officer granted the request and left the record open for argument and evidence to be submitted by all parties until 4:30 p.m. on September 2, 2011. All parties were given until 4:30 p.m. on September 16, 2011, to provide responsive argument only to information submitted during the first open record period. The Applicant was given until 4:30 p.m. on September 23, 2011 to submit a final comment pursuant to ORS 197.763(6)(e). The record closed on September 23, 2011.

### Testified at the Hearing:

Sue Donaldson, BDS, 299/5000

Ken Sandblast, Planning Resources, 480 5th Street, Lake Oswego, OR 97034

Ken Vigil, 819 SE Morrison Street #310, Portland, OR 97214 and

6623 SE 16th Avenue, Portland, OR 97202

Gary Wilson, 6541 SE 16th Avenue, Portland, OR 97202

Robert Basel, PO 82955, Portland, OR 97282

Michael Kuesnell, 1610 SE Glenwood Street, Portland, OR 97202

Margaret Andres, 6417 SE 15th Avenue, Portland, OR 97202

Joan Coates, 6428 SE 15th Avenue, Portland, OR 97202

William Moss, 1500 SE Duke Street, Portland, OR 97202

**Proposal:** The Applicant proposes to divide a 33,123 square-foot site into 21 lots and three tracts. Two of the tracts will be alleys and the third tract will be a common green in the center of the site. Currently, the site is comprised of four lots. The existing houses on two of the lots are proposed to be demolished. The existing commercial building on the site, housing a music venue called The Woods, at the corner of SE Claybourne Street and SE Milwaukie Avenue, will be retained on Lot 21, which would be 13,109 square feet in size. The remaining 20 lots will be developed with attached housing. Twelve lots will be 576 square feet in size, four lots will be 720 square feet, and three lots will be 772 square feet in size. Six lots will face SE Claybourne Street. Five lots will face

SE Glenwood Street and 10 lots will face an internal common green that fronts on SE 16<sup>th</sup> Avenue. The 20 residential lots will be served by two private alleys with access from SE 16<sup>th</sup> Avenue. Stormwater will be managed on-site using a flow-through planter connected to private drywells. The dry wells will be located in the common green area. This subdivision proposal is reviewed through a Type III procedure because: (1) the site is in a commercial, employment, or industrial zone; and (2) more than 10 lots are proposed.

For purposes of State Law, this land division is considered a subdivision. To subdivide land is to divide an area or tract of land into four or more lots within a calendar year, according to ORS 92.010 which defines "lot" as a "single unit of land created by a subdivision of land." The Applicant's proposal is to create 24 units of land (21 lots and 3 tracts). Therefore, this land division is considered a subdivision. This application was submitted on January 27, 2011 and determined to be complete on June 30, 2011.

Relevant 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:

Section 33.662.120, Approval Criteria for Land Divisions in Commercial, Employment, and Industrial zones.

# HEARINGS OFFICER'S OVERVIEW OF ISSUES AND RELEVANT APPROVAL CRITERIA:

At the August 24, 2011 public hearing, several neighbors testified as neutral parties or in opposition to the proposed land division. Several neighbors were concerned about the loss of the approximately 25 existing parking spaces on the site. They stated that there is insufficient parking in the vicinity now, particularly when music events are occurring at The Woods, which is open almost every night of the week. They also stated that excessive noise and litter are associated with how The Woods operates, and that the land division proposal would not improve those conditions.

While the Hearings Officer can understand that operation of The Woods and its impacts on noise, litter and parking may be annoying and diminish the neighbors' quality of life, those impacts are not relevant to considering the standards applicable to land divisions under the Portland Zoning Code. The Commercial Storefront zone allows for the proposed residential uses outright, and the impacts of The Woods as a preexisting business on the property are simply issues that are not before the Hearings Officer. In addition, the BDS Staff report correctly states that the CS zone does not require provision of parking for proposed uses. That means that the proposed land division is not subject to parking requirements – although the Hearings Officer notes that the record shows that parking spaces will be available for tenants or owners of the future dwelling units underneath the dwellings themselves.

Some of the neighbors also felt that allowing small lot multi-story residential housing in the area was a misuse of the zone. Some who testified thought the property should be reserved for commercial use, and others felt that the likely style of the housing would be out of place in a neighborhood composed of older, detached, single family homes. Again, the Hearings Officer

understands these concerns, but the question of whether the CS zone should or should not allow dense residential development is not before the Hearings Officer. The City Council made that decision long ago, and for the Hearings Officer to consider the legitimacy of that decision now, as part of a land division application, would represent in improper collateral attack on the zoning designation, itself.

Another participant who owns a business in the immediate vicinity raised concerns about the impact of construction equipment and activity to his business during construction. The Applicant responded that the intent was for construction to occur quickly and efficiently once development permits were obtained. The Hearings Officer finds that the concern over construction activity is understandable, but conditions related to those activities will be imposed during the development phase of the approval process. Since the development proposal itself is not before the Hearings Officer, it is not possible to impose meaningful conditions on the eventual construction activity that may occur after the land division is approved.

BDS Staff initially recommended denial of the application. However, the applicant supplied additional information prior to the hearing. At the hearing, BDS Staff testified that this new information might change the initial recommendation and requested that the record remain open to review the information more closely. The Hearings Officer granted that request and also provided time for those participating in the hearing to review that same information and respond to it during the open record period. During the open record period, three new relevant pieces of evidence were submitted. Exhibit H.7 is a memorandum from BDS Staff setting forth revised conclusions about the Applicant's compliance with code sections 33.630, 33.635, 33.636, 33.652, 33.653.020 and .030, and 33.654.120.D, and providing revised findings for the staff report. The revised staff report recommends approving the application with conditions. Exhibit H.8 is a letter from the Applicant's consultant containing information on the successful Plumbing Code Appeal with respect to utility easements and sanitary sewer, and a root protection plan for the three trees to be preserved on the site. Exhibit H.10 is the Applicant's final comment and contains no new information.

As discussed more fully below, the Hearings Officer finds that the information and evidence provided by the Applicant and BDS Staff demonstrate that the application can be approved with conditions.

### II. ANALYSIS

Site and Vicinity: The site is bounded by SE Milwaukie Avenue, SE Claybourne Street, SE 16<sup>th</sup> Avenue, and SE Glenwood Street. It consists of four lots that are developed with a commercial building, two parking lots and two unoccupied houses. A fifth lot, not part of the site, at the corner of SE Milwaukie Avenue and SE Glenwood, is a parking lot, apparently available for customers of the businesses in the vicinity. Properties north, south and east of the site are developed with small scale commercial uses while the area to the west is residential, developed with older homes.

The commercial building on the site is a bar and music venue called "The Woods." The grounds are landscaped with grass and shrubs. Two small paved parking lots appear to be available for patrons of The Woods. There is direct access to the lots from the west side of the commercial building. As

a result of the proposed land division, the building housing The Woods will be on a separate lot and the parking lots will be incorporated into the proposed residential development. The provision of parking spaces is not required in the CS zone, so loss of parking for will not cause the use to become out of conformance with zone requirements.

### Infrastructure:

- Streets The site has frontage on four streets as follows:
- (a) SE Milwaukie Avenue 100.6 feet. At this location, this street is classified as a Neighborhood Collector, Transit Access street, City Bikeway, Truck Access street, City Walkway, and Major Emergency Response street. It has a 36-foot curb-to-curb paved surface within a 60-foot right-of-way with parking on both sides. The pedestrian corridor is 12-feet wide with a curb, 4-foot wide planter area, 6-foot sidewalk and a 2-foot wide buffer at the back of the sidewalk.
- (b) SE Claybourne Street 266 feet. SE Claybourne Street is a one-way Local Service street. It has a 28-foot paved surface within a 60-foot right-of-way. It has a curb, 9-foot planting strip, 6-foot sidewalk and 1-foot buffer.
- (c) SE 16<sup>th</sup> Avenue 200 feet. This street is a Local Service street. It is improved with a 32-foot paved roadway within a 60–foot right-of-way and a 10-foot pedestrian corridor with curb, planting strip, sidewalk and frontage zone. There is some question about the width and configuration of the pedestrian corridor because records are not consistent.
- (d) SE Glenwood Street 189.59 feet. This street has a 40-foot wide paved surface within a 60-foot right-of-way. Along the 190-foot frontage there is a 10-foot pedestrian corridor with curb, 2-foot planter strip, 6-foot sidewalk and 2-foot wide buffer.

Three driveways enter the site. Two of them serve the existing houses on the site - at 1606 SE Claybourne and at 1605 SE Glenwood. A third driveway, from SE Claybourne Street, serves the existing commercial building at 6637 SE Milwaukie Avenue. TriMet provides transit service on SE Milwaukie Avenue via Bus #19. The nearest stop is at the corner of SE Claybourne and SE Milwaukie Avenue, directly across from the commercial building (Lot 21).

- Water Service There is an existing 6-inch water main in SE Claybourne Street, a 6-inch main in SE 16<sup>th</sup> Avenue and a 6-inch main in SE Glenwood Street. The existing house at 1605 SE Glenwood Street is served by a 5/8-inch metered line from the main in that street. The house at 1606 SE Claybourne Street has a 3/4-inch metered service line. The commercial building at 6637 SE Milwaukie Avenue has a 1-inch Domestic service line and a 1-inch irrigation metered line.
- Sanitary Service There is an existing 8-inch vitrified clay public combination sewer line in the north half of SE 16<sup>th</sup> Avenue.

There is a 10-inch circular concrete public combined gravity sewer located in SE Claybourne Street.

There is a 10-inch circular public combined gravity sewer (various pipe materials) located in SE Glenwood Street.

**Zoning:** The site is zoned Commercial Storefront (CS) which is intended to preserve and enhance older commercial areas that have a storefront character. The zone allows a range of retail, service and business uses. Small scale industrial uses may be allowed in some circumstances. Residential uses are allowed in the zone. The CS zoning forms a corridor along both sides of SE Milwaukie Avenue. The area west of the site is zoned R2.5, single dwelling residential 2,500, and to the northwest, R5, single dwelling residential 5000.

Land Use History: City records indicate there are no prior land use reviews for this site. There have been two pre-application conferences. The first was on September 9, 2009 (09-153952 EA) and the second on January 22, 2010 (09-1751620 EA). A 20-lot subdivision was proposed at both pre-application conferences. The second conference was needed because an application was not submitted within one year after the date of the first pre-application conference.

**Agency and Neighborhood Review:** A "Request for Response" was mailed July 5, 2011 and a public notice was mailed on August 3, 2011.

Agency Review: Several bureaus responded to this proposal and relevant comments are addressed under the applicable approval criteria.

Neighborhood Review: One written response was received from a notified property owner in response to the proposal. Kenneth Vigil attended the pre-application conference in January 2010 and submitted comments at that time. Mr. Vigil has requested that the comments submitted at that time be submitted into the record, along with an email sent on August 10, 2011 (see Exhibit F.1). One issue of concern was the appearance of the proposed development and the fact that the Applicant had not submitted elevations of the facades. The residential properties to the west of the site have a Design overlay (d), but this was not applied to the properties in the Commercial zone along SE Milwaukie Avenue. This land use review evaluates the lots only and does not approve specific building designs, nor are they required for the review. The layout and utility plans for the proposal are evaluated for feasibility of developing the site in a way that can meet the applicable development standards. A second issue of concern was the loss of the parking spaces on the west side of the commercial building. The two parking lots are proposed to be removed and incorporated in the residential development. The Portland Bureau of Transportation (PBOT) has commented on parking impacts (Exhibit E.2) and determined that impacts will not be significant. Parking is not required in the CS zone. The record indicates that upon completion, each unit will have its own garage, even though parking is not required due to proximity to transit. Rear access to garages for the units will minimize loss of off-street parking spaces.

# APPROVAL CRITERIA FOR LAND DIVISIONS IN A COMMERCIAL, EMPLOYMENT, OR INDUSTRIAL ZONE

The relevant criteria are found in Section 33.662.120(A-K), Approval Criteria for Land Divisions in Commercial, Employment and Industrial Zones.

Due to the specific location of this site, and the nature of the proposal, some of the criteria are not applicable. The following table summarizes the criteria that are **not applicable**. Applicable criteria are addressed below the table.

Criterion	Code Ch./Section and Topic	Findings: Not applicable because:
$\overline{C}$	33.631 - Flood Hazard Area	The site is not within the flood hazard area.
$\overline{D}$	33.632 - Potential Landslide	The site is not within the potential landslide
	Hazard Area	hazard area.
E	33.633 - Phased Land Division or	A phased land division or staged final plat has
	Staged Final Plat	not been proposed.
F.	33.634 – Required Recreation	This criterion does not apply because fewer than
	Area	40 lots are proposed.
H	33.639 - Solar Access	This criterion does not apply because single
		dwelling detached development is not proposed
I	33.640 - Streams, Springs, and	No streams, springs, or seeps are evident on the
	Seeps	site outside of environmental zones.
	33.654 Rights of Way	
J	33.654.110.B.2 – Dead end streets	No dead end streets are proposed
	33.654.120.C.3.c - Turnarounds	No turnarounds are proposed or required
	33.654.120.E. Width of pedestrian connections.	This criterion does not apply because a through
		pedestrian connection is not proposed or
		required.
	33.654.120.G - Shared Courts	No shared courts are proposed or required.
	33.652.130 C – extension of dead	There are no existing dead end streets that need
	end streets	to be extended
	$33.654.130.\ D-Additional$	No partial public streets are proposed or
	Approval Criteria. Partial rights-	required.
	of-way	

# Applicable Approval Criteria:

A. Lots. The standards and approval criteria of Chapters 33.613 through 33.615 must be met.

Findings: Chapter 33.613 contains the lot standards applicable in the Commercial zones.

#### **Commercial Zones**

There is no minimum lot area, width, or depth standard in the Storefront Commercial zone except for a 10-foot front lot line requirement. Lots must be of a size, shape and orientation that are appropriate for the area and type of use contemplated. The desired character of the Storefront Commercial zone includes areas which are predominantly built-up, with buildings close to, and oriented, towards the sidewalk, especially at corners.

The following table lists the proposed lot areas and dimensions.

Lot Area sq. ft.	Lot Number	Front lot line / Width ft.	Depth ft.	Comment
576	2, 3, 4, <b>7, 8, 9, 12, 13, 14,</b> 17, 18, 19	18	32	Bold indicates lots on common green
727	1, <b>10, 11,</b> 20	22.5	32	Bold indicates lots on common green
765 -766	5, <b>6, 15</b> , 16	22.5	37.5	Bold indicates lots on common green
13,101	21	110.6	127.2	Commercial use to remain

The type of new development and use contemplated is attached residential units. The existing commercial use on Lot 21 will not change. As shown on the table above, the residential lots range in size from 576 square feet to 766 square feet in size. The density proposed is roughly equal to what would be allowed in the R1 zone (43-65 units/acre). There are no minimum or maximum density requirements for residential uses in the CS zone. The lots are smaller than those in the vicinity but are not out of keeping with the CS zone and can accommodate reasonably sized residential units. All of the units will have a garage with access from an alley. Ten lots will face the Common Green which is 27.7 feet wide and will be improved with walkways and landscaping as required. The commercial lot has frontage on SE Milwaukie Avenue and SE Claybourne Street. Overall, the proposed lots are appropriate for the higher density proposed and meet the standards of the CS zone. This criterion is met.

### B. Trees. Chapter 33.630, Tree Preservation.

Findings: The regulations of Chapter 33.630 preserve trees and mitigate for the loss of trees. Certain trees are exempt from the requirements of that chapter. The record contains an arborist report that inventories the trees within the land division site, evaluates their condition and specifies root protection zones (Exhibit A.2). The arborist report lists 34 trees on the site. Twenty of the trees are described as street trees and testimony at the hearing confirmed that conclusion. During the open record period, the Applicant submitted a Tree Protection Plan that indicates the 1-foot diameter of protection per 1-inch of tree diameter required by Chapter 33.630 (Exhibit H.8b). This criterion is met.

## F. Clearing, Grading and Land Suitability Chapter 33.635.

Findings: Clearing and Grading - The site is relatively flat, sloping down to the north and east. The site is not located within a Potential Landslide Hazard Area. However, two new private alleys and a common green, with associated stormwater systems, are proposed as part of the land division, which will require grading on the site. The Applicant has submitted a Demolition Plan (Exhibit C.4) and a Preliminary Grading and Erosion Control Plan (Exhibit C.2) that depicts the proposed work, including existing and proposed elevation contours, soil stockpile areas and the overall limits of disturbed area.

In Exhibit H.7, BDS Staff clarifies the root protection zone requirements for the tree to be preserved on Lot 21 (Tree # 32). A root protection map is attached to Exhibit H.8 and depicts an appropriate protection zone for three trees on Lot 21 (Trees 30, 31, and 32).

Land Suitability - The site is currently in residential and commercial use. The site is relatively flat and contains no known geological hazards. The Applicant has proposed removing the existing houses and accessory structures and to redevelop the site. In order to ensure that the new lots are suitable for development, a permit must be obtained and finalized for demolition of all structures on the site and sewer capping prior to final plat approval. With this condition, the new lots can be considered suitable for development, and this criterion is met. Therefore, there are no anticipated land suitability issues and the new lots can be considered suitable for new development. This criterion is met.

# G. Tracts and easements Chapter 33.636.

Findings: The following tracts are proposed:

Tract	Name	Purpose
A	Private alley	Access to rear-loaded garages (Lots 1-10). Will contain stormwater conveyance lines and water lines.
В	Private street (Common Green)	Frontage for Lots 6-15. Amenity area for residents. Will also contain sanitary sewer manholes to serve Lots 6 to 15, storm sewer lines, drywells and a flow through planter (250 square feet).
С	Private alley	Access to rear-loaded garages (Lots 11-20). Will contain stormwater conveyance lines and water lines.

With a condition that the proposed tracts be owned in common by the owners of Lots 1 through 20, this criterion is met. The ownership and maintenance agreements for the tracts must specify all the facilities within the tracts as well as maintenance responsibilities for them.

The following easements are proposed and/or required for this land division:

- A Public Walkway Easement is required over the sidewalk portion of the common green.
- A Private Storm Sewer Easement is required for pipes on private lots that will carry roof stormwater. As discussed below, under Stormwater Management, the pipes must be within an easement because they cross property lines.

On August 31, 2011, a Plumbing Code Appeal was approved for a 5-foot wide private storm sewer easement (Exhibit H.8a). With this Plumbing Code Appeal approval and conditions of approval, this criterion is met.

# J. Transportation impacts. Chapter 33.641, Transportation Impacts.

### K. Services and utilities. Chapters 33.651 through 33.654.

**Findings:** The regulations of Chapter 33.641 allow the traffic impacts caused by dividing and then developing land to be identified, evaluated, and mitigated for, if necessary. Chapters 33.651 through 33.654 address water service standards, sanitary sewer disposal standards, stormwater management, utilities, and rights-of-way. The record shows that these criteria and standards are met as follows:

# 33.651 Water Service standard - See Exhibit E.3 for detailed bureau comments.

The water standards of 33.651 have been verified and noted at the beginning of this decision. *Title 21* requires that the water service connection be located along the frontage of the lots to be served. Water service connections are not allowed by means of an easement.

Water service for Lots 1-20 will be from the main in SE 16<sup>th</sup> Avenue. The Applicant is proposing four banks of water meters on SE 16<sup>th</sup> Avenue on either side of both Tract A and Tract C. Water lines will run down the sides of both alleys to serve the abutting lots, as shown on Exhibit C.3. The Water Bureau will review water service and fire flow requirements at the building permit stage. The Water Bureau will also require payment of the water bill, now in arrears, for 1610 SE Claybourne Street, prior to final plat approval. This will be included as a condition of approval.

# 33.652 Sanitary Sewer Disposal Service standards - See Exhibit E.1 for detailed comments.

The utility plan (Exhibit C.3) shows that Lots 1-5; 10-11 and 16-20 will have sanitary connections to the mains on their respective street frontages. This is acceptable to the Bureau of Environmental Services (BES). For Lots 6 to 9 and 12 to 15, the plan shows shared private manholes with one connection to the public main in SE 16<sup>th</sup> Avenue. The Applicant obtained a Plumbing Code Appeal approval on August 31, 2011 (Exhibit H.8a) to allow shared manholes within private property. This criterion is met.

33.653.020 and .030 Stormwater Management criteria and standards—See Exhibits E.1 and E.5

BES has verified that a stormwater management system can be designed that will provide adequate capacity for the expected amount of stormwater.

Stormwater runoff from public rights-of-way drains to the public underground injection control (UIC) systems (located in the intersections of SE 16<sup>th</sup> Avenue and SE Claybourne Street and at SE Glenwood Street) and to the public combined sewer.

No stormwater tract is proposed or required. Therefore, criterion A is not applicable.

The Applicant has proposed the following stormwater management methods:

• Private Alleys (Tracts A and C): The Applicant proposes to treat runoff from these tracts in the Common Green (Tract B) with a flow-through planter and then three connected drywells prior to infiltration. The flow-through planter does not meet the minimum 5-foot setback from the property line. Either it must be moved or, if not, it must be lined with waterproof material. This will be required as a condition of final plat approval. The planter appears to be of sufficient size to provide adequate water quality treatment. The Applicant has not submitted sizing calculations for the drywells. The drywells take up a significant amount of space in the common green, so exact sizing is important for

determining location and species of trees to be planted. Under normal circumstances, this information can be submitted prior to building permits, but because of possible impacts to the landscaping in the Common Green, details must be provided prior to preliminary plan approval. A condition will require the Applicant to submit a detailed plan for the common green showing the location of amenities and plantings.

- Common Green (Tract B): The limited amount of stormwater runoff from the sidewalk within the common green will be directed to the landscape areas adjacent to the sidewalk that are required as part of the common green. The Site Development section has indicated conceptual approval of this proposal.
- Lots. Roof runoff from the units will be collected in pipes that run on both sides of the units. The lines are directed to drywells in the common green (Tract B). The lines on the south side of the units on Lots 1 to 5 and those on the north side of Lots 16 to 20 are required to be in 10-foot wide easements because they cross property lines. The Applicant's Utility Plan (Exhibit C.3) does not show the lines within an easement and, based on the proposed building footprints, there is not enough space for a 10-foot wide easement. The Applicant has received a Plumbing Code Appeal approval for a 5-foot wide easement for the stormwater pipes.
- Storm lines within the Tracts do not have to be in an easement but the facilities must be owned in common by all the owners of the lots served by the facility (33.653.030.C) and a separate maintenance agreement is required. As discussed under section G, above (33.636), a maintenance agreement for the facilities is required as a condition of approval.

33.654.110.B.1.-Through streets and pedestrian connections

33.654.130.B - Extension of existing public dead-end streets and pedestrian connections

Generally, through streets should be provided no more than 530 feet apart and at least 200 feet apart. The site is located on block that is approximately 200 feet by 250 feet and the nearby area is developed with a typical close-in Portland street grid. Because the block already meets spacing recommendations, no public through streets or pedestrian connections are needed. Dead end streets or pedestrian connections have not been proposed as part of this application. This criterion is met.

# 33.641 - Transportation Impacts - 33.641.020 and 33.641.030

The Applicant has submitted a traffic study (*TIS*) (see Exhibit A.4). PBOT concurred with the Applicant's TIS with regard to methodology, analysis and conclusions and has determined that the transportation system is capable of safely supporting the proposed development in addition to the existing uses in the area and that the intersection of SE Bybee Street and SE Milwaukie Avenue will continue to operate at an acceptable Level of Service (LOS). The following is a summary of PBOT's findings:

Based on the available evidence and the *Institute of Transportation Engineers - Trip Generation Manual* (8<sup>th</sup> ed.). PBOT estimates that the proposed 20 residential units can be expected to generate 120 daily vehicle trips with 8 of those occurring in the PM peak hours. Based on the existing CS zoning, a 4,000 square foot fast food restaurant and accessory parking could be constructed on the site. This type of use would generate 1,580 daily vehicle

trips with 105 of those trips occurring during the PM peak hours. The proposed housing will generate approximately 92% fewer trips than could be generated by the uses allowed outright in the CS zone.

Other factors taken into consideration are several possible travel route directions to and from the site as well as transit service available along the SE Milwaukie Street frontage of the site. PBOT staff determined that there will be a minimal impact on existing facilities and capacity. This criterion is met.

# 33.654.120.B and C Width and elements of the street right-of-way

In reviewing this land division, PBOT relies on accepted civil and traffic engineering standards and specifications to determine if existing street improvements for motor vehicles, pedestrians and bicyclists can safely and efficiently serve the proposed new development. In this case, PBOT has determined that curb and sidewalk improvements must be made in order to ensure that safe pedestrian travel is possible within the proposed development.

SE Glenwood Street, a Local Service street, has a 10-foot pedestrian corridor. The recommended width is 11 feet. Therefore a 1-foot dedication will be required to accommodate the pedestrian corridor, including a 6-inch curb, 4-foot planter, 6-foot sidewalk and 6-inch frontage zone.

PBOT has stated that SE 16<sup>th</sup> Avenue appears to have a 40-foot paved roadway and a 10-foot pedestrian corridor. However, the Applicant will be required to verify this information. A 1-foot street dedication will be required to increase the pedestrian corridor to the recommended standard of 11 feet. If the existing sidewalk is in good condition, the Applicant may be able to maintain the existing sidewalk and add the additional one foot on the property side. In that case, tree wells will have to be cut in around existing trees.

The pedestrian corridor along SE Claybourne Street meets the recommended width requirements. No development is proposed along the SE Milwaukie Avenue frontage so no improvements will be required.

As a condition of final plat approval, the required right-of-way dedications must be shown on the final plat. This may result in some changes to lot sizes and dimensions. Approval criteria for plats (33.663.200) allow a decrease in lot area up to 5%. Street improvements and associated financial agreements will also be required prior to final plat approval. The Applicant is advised that a Public Works permit will be required and the Applicant should schedule a 30% design concept review meeting to discuss the scope and details of the required improvements. These criteria are met with the conditions described above.

The only street proposed is the common green, which is a dead-end street. 33.654.120 C, Local street approval criteria and standards, does not apply to common greens or shared courts. It is intended for only pedestrians and bicyclists, so a turnaround is not required.

33.654.110.B.4 Approval criterion for alleys in all zones.

33.654.120.F. Approval criterion for the width of alleys. The width of the alley right-of-way must be sufficient to accommodate expected users, taking into consideration the

characteristics of the site and vicinity such as existing street and pedestrian system improvements, existing structures, and natural features.

33.654.130.E Ownership of Alleys

In addition to the common green, the Applicant has proposed two alleys to provide vehicle access from SE 16<sup>th</sup> Avenue to Lots 1-20. The two alleys will provide vehicle access to rear loaded garages on Lots 1 to 20. The alleys eliminate individual driveways at the front of the lots and maintain on-street parking as well as improve the streetscape. In addition, the alleys will provide a means for construction equipment and emergency vehicles to access the lots if needed.

The alleys will be within 22-foot wide tracts (A and C). The Administrative Rules for Private Rights of Way are the standards that govern the construction of alleys. These rules recommend a width of 22-feet for alleys. This width will provide room for the construction of an 18-foot wide paved surface, with a 1-foot mountable curb and a 1-foot setback on both sides of the pavement (Private Street Rule III.E.3). The alleys will not be needed for pedestrian access, so a sidewalk is not necessary. In this case, the Private Street Rule III.F.1 does not require a turnaround and the City Engineer has not required one. Access to garbage services will be from the public streets. Applicants have not submitted turning movement studies to show that vehicles can maneuver in and out of the garages. However, since the alley widths meet the Private Street Rule requirements, PBOT and BDS have concluded that there is sufficient maneuvering area in the alleys to access each of the proposed garages without conflicts on SE 16<sup>th</sup> Avenue.

The Applicant will be disposing of stormwater from the alley to the common green where there is a flow-through planter connected to a drywell. Stormwater lines and the water lines previously discussed can be accommodated in a 22-foot wide tract. The proposed improvements and tract width are in conformance with the *Administrative Rules for Private Rights of Way*.

The Fire Bureau has commented that if the required fire apparatus access cannot be met from SE 16<sup>th</sup> Avenue, the alleys may have to provide emergency vehicle access. The alleys are wide enough to accommodate the fire trucks (20-feet wide), but they could not accommodate a turnaround. The distance from SE 16<sup>th</sup> Avenue to the end of the common green is approximately 100 feet, so a turnaround would not be required. A condition of approval will limit the height of structures to 30-feet, unless the Applicant demonstrates that Fire Bureau requirements can be met with buildings over that height.

Private alleys serving more than five lots must be owned in common by the owners of property within the land division or a Home Owners Association (33.654.150.E.7). Ownership and maintenance agreements must be submitted prior to final plat approval.

Therefore the alley as proposed is appropriate for this development with conditions.

33.654.120.D. Approval criteria for common greens.

The Applicant has proposed a common green (Tract B) to provide pedestrian access and street frontage to each lot. The common green is a dead-end street as required and it does not abut a

public pedestrian connection, except where at the end where it meets SE 16th Avenue.

The common green is proposed to be within a 27-foot wide tract. The Administrative Rules for Private Rights of Way are the standards that govern the construction of private streets. These rules recommend a minimum width of 15-feet for common greens and the Zoning Code requires at least 400 square feet of grassy outdoor area that has a minimum dimension of 15-feet. The August 31, 2011 Plumbing Code Appeal approval has allowed a reduction in the storm sewer easement width and placement of sanitary sewer manhole covers. This evidence demonstrates that the common green as proposed can meet the requirements of 33.654.120.D. Stormwater from the sidewalk will be disposed of in the landscaped portions of the green. This amount of runoff from the sidewalk is anticipated to be minimal, so this is acceptable. This criterion is met.

33.654.130.A - Utilities (defined as telephone, cable, natural gas, electric, etc.)

Any easements that may be needed for private utilities that cannot be accommodated within the adjacent right-of-ways can be provided on the final plat. At this time, no specific utility easements adjacent to the right-of-way have been identified as being necessary. This criterion is met.

### DEVELOPMENT STANDARDS

Development standards that are not relevant to the land division review have not been addressed in this decision, but will have to be met at the time that each of the proposed lots is developed.

Existing development that will remain after the land division. The existing development on the site will remain and be located on Lot 21. The division of the property may not cause the structures to move out of conformance or further out of conformance to any development standard applicable in the CS zone. *Per 33.700.015*, if a proposed land division will cause conforming development to move out of conformance with any regulation of the Zoning Code, and if the regulation may be adjusted, the Land Division request must include a request for an Adjustment. (Please see *Other Technical Requirements*, below, for Building Code standards.)

Setbacks (33.130.215): There are no minimum setbacks in the CS zones if the lot abuts another lot with CS zoning. The maximum setback is 10 feet. Moving the west property boundary of Lot 21 50 feet further east will result in a side setback that is approximately 20 feet. Although this is out of conformance with the zone, it does bring the building further into conformance with setback standards.

**Parking** (33.266.110.B): Parking is not required in the CS zone, so removing the parking lots on the west side of Lot 21 will not move the development out of conformance.

Building Coverage (33.130.220.B): The minimum building coverage in the CS zone is 50%. Lot 21 will be 13,101 square feet, so the minimum building coverage is 6,550.5 square feet. Based on aerial photographs, it appears that the building is over 5,000 square feet. The Applicant has not

provided the square footage of the building, but moving the property line to make it 5,000 square feet smaller will bring it further into conformance with the building coverage standard.

This land division proposal can meet the requirements of 33.700.015 because moving the west property boundary of proposed Lot 21 will bring the building further into conformance with development standards.

# OTHER TECHNICAL REQUIREMENTS

Technical decisions have been made as part of this review process. These decisions have been made based on other City titles, adopted technical manuals, and the technical expertise of appropriate service agencies. These related technical decisions are not considered land use actions. If future technical decisions result in changes that bring the project out of conformance with this land use decision, a new land use review may be required. The following is a summary of technical service standards applicable to this preliminary partition proposal.

Bureau	Code Authority and Topic	Contact Information
Water Bureau	Title 21 - Water availability	503-823-7404
		www.portlandonline.com/water
Environmental	Title 17; 2008 Stormwater Manual	503-823-7740
Services	Sewer availability and Stormwater	www.portlandonline.com/bes
	Management	
Fire Bureau	Title 31 Policy B-1 - Emergency	503-823-3700
	Access	www.portlandonline.com/fire
Transportation	Title 17, Transportation System	503-823-5185
	Plan	www.portlandonline.com/transportati
	Design of public street	<u>on</u>
Development	Titles 24 –27, Admin Rules for	503-823-7300
Services	Private Rights of Way	www.portlandonline.com/bds
	Building Code, Erosion Control,	
	Flood plain, Site Development and	
	Private Streets	

As authorized in Section 33.800.070 of the Zoning Code, conditions of approval related to these technical standards have been included in this decision.

- The Applicant is required to make improvements to the proposed private alleys and common green. Several conditions are required, including provision of plans and financial assurances, initiating a building permit, and providing a maintenance agreement. In addition to the approval criteria of Title 33, these requirements are also based on the technical standards of Title 17 and Title 24.
- The Applicant must meet the requirements of the Fire Bureau for Fire Apparatus Access from SE 16<sup>th</sup> Avenue. If these requirements cannot be met, other conditions will be imposed for posting of "No Parking" signs in the private alley, ensuring adequate hydrant flow from the

nearest fire hydrant or obtaining an approved Fire Bureau appeal to this requirement, meeting fire apparatus access requirements, recording an Acknowledgement of Special Land Use Conditions that requires the provision of internal fire suppression sprinklers on lots more than 150 feet from SE 16<sup>th</sup> Avenue. These requirements are based on the technical standards of Title 31 and Fire Bureau Policy B-1.

### III. CONCLUSION

The Applicant has demonstrated that all applicable approval standards are met, or can be met, with the conditions identified below.

### IV. DECISION

Approval of a Preliminary Plan for a 21-lot subdivision with two alley tracts and one common green tract, including 20 lots for attached housing and one commercial lot, as illustrated with Exhibits C.1, C.2, C.3, C.4, subject to the following conditions:

- A. Supplemental Plan. Three copies of an additional supplemental plan shall be submitted with the final plat survey for Land Use review, Site Development review, Fire review and approval. That plan must portray how the conditions of approval listed below are met. In addition, the supplemental plan must show the surveyed location of the following:
- Any buildings or accessory structures on the site at the time of the final plat application;
- Any driveways and off-street vehicle parking areas on the site at the time of the final plat application;
- The proposed general location of future building footprints and stormwater facilities for Lots 1 to 20 and Tract B, the common green tract;
- The common green tract with all amenities, including paving and plantings to meet requirements of the Private Street Rule;
- Any other information specifically noted in the conditions listed below.

## B. The final plat must show the following:

- 1. The applicant shall meet the street dedication requirements of the City Engineer for SE Glenwood Street and SE 16<sup>th</sup> Avenue. The required right-of-way dedication must be shown on the final plat.
- 2. The common green tract shall be noted on the plat as Tract B: Private Street (Common Green) and Private Utility Easement. In addition, a note on the plat must be included that reads: "Tract B is a common green, a private pedestrian and bicycle access way for ingress and egress to Lots 6 through Lot 15. Motorized vehicles are not permitted on Tract B."

3. The private alley tracts shall be noted on the plat as: Tract A: Private Alley and Private Utility Easement. Tract C: Private Alley and Private Utility Easement.

### **Easements**

- 4. A public walkway easement must be shown over the sidewalk portions of the common green, Tract B.
- 5. A private utility easement shall be shown and labeled over *Tracts A* and *C*, the alleys, for water lines serving the lots abutting each alley, to the satisfaction of the Water Bureau.
- 6. Private storm sewer easements that cover the shared stormwater piping for Lots1 to 20 shall be shown and labeled over the common green, Tract B, and the relevant portions of Lots 5 and 6, and Lots 15 and 16.
- 7. Private sanitary sewer easement over the common green, *Tract B*, to serve Lots 6 through 9 and Lots 16 through 19.

8.	A recording block for each of the legal documents such as maintenance agreements,
	acknowledgement of special land use conditions, as required by Conditions C.8-C.11 below.
	The recording block(s) shall, at a minimum, include language substantially similar to the
	following example: "A Declaration of Maintenance Agreement for (name of feature) has been
	recorded as document no. , Multnomah County Deed Records."

# C. The following must occur prior to Final Plat approval:

### Streets

- 1. The applicant shall meet the requirements of the City Engineer for right-of-way improvements along the site's SE Glenwood Street and SE 16<sup>th</sup> Avenue street frontages. The applicant must obtain an approved Right-Of-Way permit from the Portland Bureau of Transportation to install the required sidewalk corridor. The improvements along the frontage of the undeveloped lots may be constructed with development on each lot as per the City Engineer's discretion.
- 2. The applicant shall submit an application for a Site Development Permit for the common green and private alleys, mass grading and related site development improvements. The plans must be in substantial conformance with Exhibit C.2 and C.3 and the Private Street Administrative Rule. In addition, the street shall include the following:
  - The common green must meet the tree and landscaping standards in Section I of the Private Street Administrative Rule.
  - The common green shall include at least 400 square feet of grassy area, play area, or dedicated gardening space, which must be at least 15-feet wide at its narrowest dimension.

- 3. The applicant shall furnish a financial guarantee of performance, as approved by the Bureau of Development Services, for 125 percent of the estimated construction cost for the common green and all required site development improvements. The applicant shall provide an engineer's estimate of the costs of performance including the costs for temporary erosion control measures required during construction. The financial guarantee of performance shall be accompanied by a performance agreement with the Bureau of Development Services to complete the required improvements.
- 4. The applicant shall provide a clearing and grading plan with the Site Development permit required for the private alleys and the common green/mass grading described in Condition C.2. The clearing and grading plan must substantially conform to the Preliminary Clearing and Grading Plan approved with this decision (Exhibit C.2) with the following additions:
  - It must show root protection zones of the trees to be preserved on the Tree Preservation Plan in Exhibit H.8b;
  - It must show stockpile areas;
  - It must note that topsoil must be stockpiled on-site and re-used to the extent practicable.

### **Utilities**

- 5. The applicant shall meet the requirements of the Fire Bureau for ensuring adequate hydrant flow from the nearest hydrant. The applicant must provide verification to the Fire Bureau that *Appendix B* of the *Fire Code* is met, the exception is used, or provide an approved Fire Code Appeal prior final plat approval.
- 6. The applicant must meet the requirements of the Fire Bureau for providing an adequate fire access way for Lots 6 through 15, as required in *Chapter 5* of the *Oregon Fire Code*. Alternately, if applying the exception to fire access distance, the applicant will be required to install residential sprinklers in the new houses on lots that do not meet the access requirements. An Acknowledgement of Special Land Use Conditions describing the sprinkler requirement must be referenced on, and recorded with, the final plat.

# **Existing Development**

7. A finalized permit must be obtained for demolition of the existing residences and accessory structures on the site and capping the existing sanitary sewer connection. Note that *Title 24* requires a 35-day demolition delay period for most residential structures. The site plan for the demolition permit must show all trees to be preserved and root protection zones as shown on Exhibit H.8b. All demolition work must be in conformance with the recommendations in the applicant's arborist report.

# **Required Legal Documents**

- 8. The applicant shall execute a Maintenance Agreement for the private alleys, Tract A and C and for Tract B, the common green. The agreement shall assign common, undivided ownership of Tract A to the owners of Lots 1-10 and of Tract C to the owners of Lots 11-20. The agreement shall assign common, undivided ownership of Tract B, the common green, to the owners of Lots 1 and 2. The agreements must include provisions assigning maintenance responsibilities for the tract and any shared facilities within that area. The maintenance agreement must be reviewed by the City Attorney and the Bureau of Development Services, and approved as to form, prior to final plat approval.
- 9. A Maintenance Agreement shall be executed for the private storm sewer easement over relevant portions of Lots 1-6 and 15-20 and for the private water easement over Tracts A and C, the private alleys, described in Condition B.5 above. The agreement shall include provisions assigning maintenance responsibilities for the easement area and any shared facilities within that area, consistent with the purpose of the easement, and all applicable City Code standards. The agreement must be reviewed by the City Attorney and the Bureau of Development Services, and approved as to form, prior to final plat approval.
- 10. If the Fire Bureau requires, the applicant shall execute an Acknowledgement of Special Land Use Conditions, requiring residential development on Lots 6-15 to contain internal fire suppression sprinklers, per the Fire Bureau Appeal in the record. The acknowledgement shall be recorded with Multnomah County, and referenced on the final plat.
- 11. The applicant shall execute an Acknowledgement of Tree Preservation Requirements that notes tree preservation requirements that apply to Lot 21. A copy of the approved Tree Preservation Plan must be included as an exhibit to the Acknowledgement. The acknowledgment shall be recorded with Multnomah County and referenced on the final plat.
- D. The following conditions are applicable to site preparation and the development of individual lots:
- 12. Development on Lot 21 shall be in conformance with the Tree Preservation Plan and the applicant's arborist report. Specifically, trees numbered 31, 32 and 33 are required to be preserved, with the root protection zones indicated on Exhibit H.8b. Tree protection fencing is required along the root protection zone of each tree to be preserved. The fence must be 6-foot high chain link and be secured to the ground with 8-foot metal posts driven into the ground. Encroachment into the specified root protection zones may only occur under the supervision of a certified arborist. Planning and Zoning approval of development in the root protection zones is subject to receipt of a report from an arborist, explaining that the arborist has approved of the specified methods of construction, and that the activities will be performed under his or her supervision.

- 13. The Site Development Permit for the construction of the common green must receive final inspection approval before the permits for the houses on the lots can receive final inspection approval. In addition, the improvements in the common green must be shown on the site plan for the permits for the houses on Lots 6 through 15.
- 14. The applicant must provide a fire access way that meets the Fire Bureau requirements related to aerial fire department access. Aerial access applies to buildings that exceed 30 feet in height as measured to the bottom of the eave of the structure or the top of the parapet for a flat roof.

Kenneth Helm, Hearings Officer

Kenneth of All

October 6, 2011

Date

**Application Determined Complete:** 

June 30, 2011

Report to Hearings Officer:

August 12, 2011

**Decision Mailed:** 

October 7, 2011

Last Date to Appeal:

4:30 p.m., October 21, 2011

Effective Date (if no appeal):

October 24, 2011

Decision may be recorded on this date.

Conditions of Approval. This project 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 the decision. ANY APPEAL OF THE HEARINGS OFFICER'S DECISION MUST BE FILED AT 1900 SW 4<sup>TH</sup> AVENUE, PORTLAND, OR 97201 (503-823-7526). Until 3:00 p.m., Tuesday through Friday, file the appeal at the Development Services Center on the first floor. Between 3:00 p.m. and 4:30 p.m., and on Mondays, the appeal must be submitted at the Reception Desk on the 5th Floor. An appeal fee of \$5,000 will be charged (one-half of the application fee for this case, up to a maximum of \$5,000). Information and assistance in filing an appeal can be obtained from the Bureau of Development Services at the Development Services Center.

Who can appeal: You may appeal the decision only if you wrote a letter which is received before the close of the record on hearing or if you testified at the hearing, or if you are the property owner or Applicant. If you or anyone else appeals the decision of the Hearings Officer, only evidence previously presented to the Hearings Officer will be considered by the City Council.

Appeal Fee Waivers: 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.

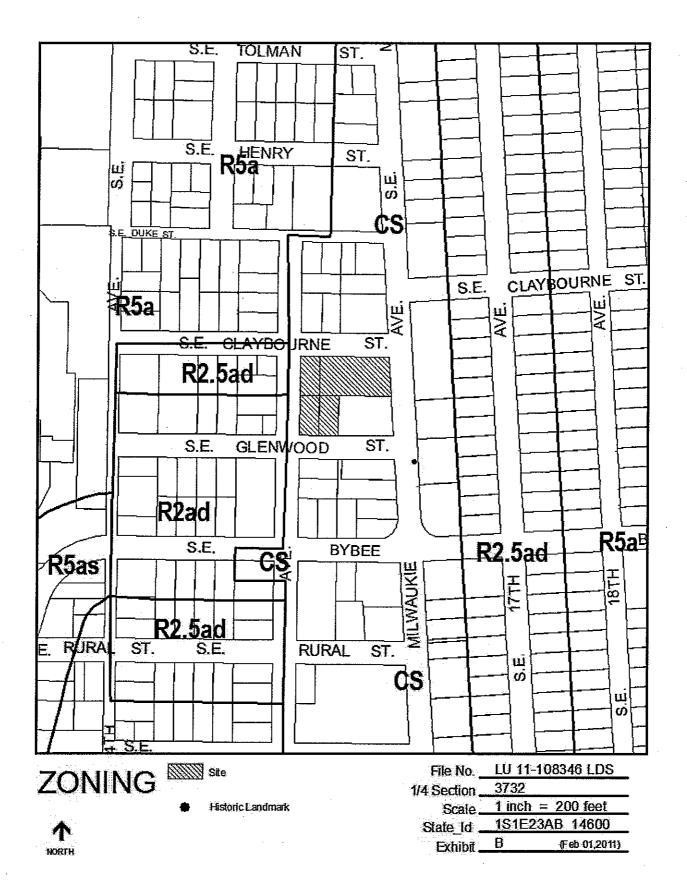
Recording the land division. The final land division plat must be submitted to the City within three years of the date of the City's final approval of the preliminary plan. This final plat must be recorded with the County Recorder and Assessors Office after it is signed by the Planning Director or delegate, the City Engineer, and the City Land Use Hearings Officer, and approved by the County Surveyor. The approved preliminary plan will expire unless a final plat is submitted within three years of the date of the City's approval of the preliminary plan.

# **EXHIBITS**NOT ATTACHED UNLESS INDICATED

# A. Applicant's Statement

- 1. Response to approval criteria
- 2. Arborist Report
- 3. Geotechnical Evaluation
- 4. Traffic Analysis Report
- 5. Neighborhood contact verification
- 6. Letter re: response to incomplete letter, dated June 14, 2011
- 7. Revised Narrative, dated June 13, 2011
- B. Zoning Map (attached)
- C. Plans and Drawings
  - 1. Preliminary site plan and plat (attached)
  - 2. Preliminary Grading and Erosion Control Plan
  - 3. Preliminary Utility Improvements Plan (attached)
  - 4. Demolition Plan
  - 5. Existing Conditions Topographic Survey
  - 6. Perspective sketch of proposed units
- 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. Mailing list
  - 6. Mailed notice
- E. Agency Responses
  - 1. Bureau of Environmental Services
  - 2. Bureau of Transportation Engineering and Development Review
  - 3. Water Bureau
  - 4. Fire Bureau
  - 5. Site Development Review Section of Bureau of Development Services
  - 6. Bureau of Parks, Forestry Division
  - 7. Life Safety Section of Bureau of Development Services
- F. Letters
  - 1. Ken Vigil, August 10, 2011, content summary
- G. Other
  - 1. Original LUR Application
  - 2. Site History Research
  - 3. Pre-application Conference Summary
  - 4. Incomplete Letter
- H. Received in the Hearings Office
  - 1. Hearing Notice Donaldson, Sue

- 2. Staff Report Donaldson, Sue
- 3. 8/17/11 Letter Basel, Robert
- 4. 8/24/11 Memo Donaldson, Sue
- 5. Slideshow printout Donaldson, Sue
- 6. Additional Information Submitted list Donaldson, Sue
  - a. 8/10/11 Letter from Ken Sandblast to Sue Donaldson Donaldson, Sue
  - b. Tree Assessment Map Donaldson, Sue
  - c. PlanningResourcesInc Tree Preservation Calculations Donaldson, Sue
  - d. Common Green diagrams Donaldson, Sue
  - e. Vallaster Corl Architects, PC maps Donaldson, Sue
- 7. 8/30/11 Memo Donaldson, Sue
- 8. 9/2/11 letter with attachments Sandblast, Ken
  - a. Appeal Summary Sandblast, Ken
  - b. Tree Preservation Legend Sandblast, Ken
- 9. 9/15/11 Letter Mortan, Jim
- 10. 9/23/11 Letter Sandblast, Ken





SITE PLAN AND TENTATIVE PLAT

CLAYBOURNE COMMONS





C2.1

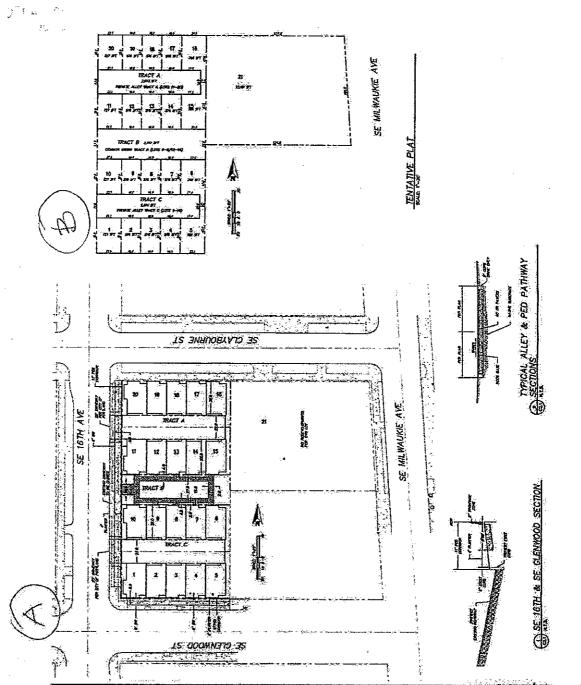


EXHIBIT C. L

