

VOR

# AMENDED meeting date

11/20/2020

RE: VIRTUAL NEIGHBORHOOD REVIEW MEETING - PROPOSED DEVELOPMENT

Dear CPO 3 Representative/Resident:

Hope Chinese Charter School, located at 3500 SW 104th Ave, in the Raleigh Hills-Garden Home Community, more specifically shown by the attached map. We are considering a proposal to expand the school by adding a double classroom portable. Prior to applying to the Washington County Department of Land Use & Transportation we would like to take the opportunity to discuss the proposal in more detail with you.

CPO3

The purpose of this VIRTUAL meeting is to provide a forum for the applicant and surrounding property owners/residents to review the proposal and to identify issues so that they may be considered before a land development application is submitted to the County. This meeting gives you the opportunity to share with us any special information you know about the property involved. We will attempt to answer questions which may be relevant to meeting development standards consistent with Washington County's Community Development Code and the respective Community Plan.

Pursuant to Washington County's Resolution & Order No. 2006-20, you are invited to attend a VIRTUAL meeting at:

**Monday, December 14, 2020 at 6:00 pm** ✓OK


Zoom link: <https://zoom.us/j/92554687987?pwd=d2Vmb0VLZjZUY2xiTTY2cVFtOmYvdz09>

Meeting ID: 925 5468 7987

Passcode: 7ktE2b

OR

By calling

	Dial: +1 669 900 6833
	+1 646 876 9923
Or	877 853 5247 (Toll Free)
	888 788 0099 (Toll Free)

Please note this meeting will be an informational meeting on preliminary development plans. These plans may be altered prior to submittal of the application to the County. Depending upon the type of land use action required, you may receive official notice from Washington County for you to participate with written comments and/or an opportunity to attend a public hearing.

Written comments and questions can be submitted by email at [facilities@hopeccs.org](mailto:facilities@hopeccs.org) OR can be mailed to Hope Chinese Charter School, 3500 SW 104th Ave, Beaverton OR 97005 (Att: Facilities)

Sincerely,



Robyn Stolin  
Hope Chinese Charter School - Facilities Manager

Required Attachments

G.I.S. or Tax Map

Packet titled, "Welcome to a Neighborhood Review Meeting"

Written narrative explaining the development proposal and site plan

11/9/2020

## Hope Chinese Charter School Project Narrative:

Who are we? Hope Chinese Charter School, located in the building that was the original Beaverton Elks Lodge, has been a part of the Raleigh Hills - Garden Home Community for over four years. We are a highly ranked public tuition-free charter school with a focus on Mandarin Chinese language and culture serving grades Kindergarten through 8th grade along with our private programs such as Tiny Dragons preschool. The main building has 16 classrooms and our current school's board policy allows for up to 26 students per class. The property of the school is split zoned with the main building and parking zoned Institutional and the adjoining green space play area zoned R-15.

What is the proposed scope of work? In order to better accommodate our enrollment plan to have two pre-K through fifth grade classes and single classrooms of each grade six to eight, we need to expand our number of classrooms. The school has purchased a used 2007 double classroom portable from Beaverton School District which will be placed in the middle of the R-15 zoned green space. This portable classroom building will not have any plumbing as students will use the existing restrooms located in the green space. The unit will be pit set (recessed into the ground) with a structural skirting and will receive a new roof and exterior paint colored to match the main building. Along with the install of the two classrooms, we will be doing some related accessibility improvements including replacing the existing ramp leading into the green space (to decrease the slope) and adding a railing and new sink vanities to the green space restrooms. Landscaping changes will only be done as required to address stormwater and buffering requirements.

How does this change the use of the property? The proposed expansion will increase our maximum student capacity from 400 students to 450 students. To date we have 356 students and 246 families. This expansion is more about adding more classrooms than adding student capacity.

Additional project details: From a construction standpoint, this is a very small project mostly consisting of setting a pre-built building. HCCS is not currently able to provide the preliminary grading plan, landscape plan, and other details. The school is on a compressed timeline to complete the project by next school year so the creation of these plans and documents is being done between now and the VIRTUAL meeting. To access these plans and documents as they are made available you can go to: <https://bit.ly/3kghS6U>. If you would like notification of additions to this Google folder, please fill out this contact request form: <https://forms.gle/Px3pjibC2pJ2Jma57>.

We are grateful to be a part of the Raleigh Hills - Garden Home Community and we look forward to discussing our expansion plan with you.

Regards,



Robyn Stolin  
Hope Chinese Charter School - Facilities Manager

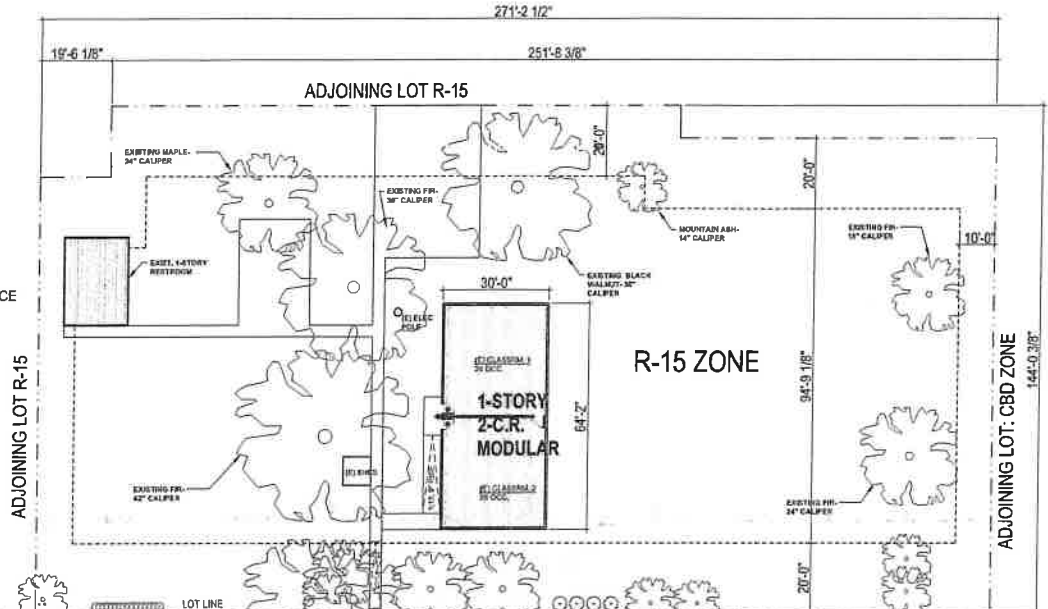
**R-16 ZONE**

SETBACKS WC CDC 305-7.2.C:  
 20' FRONT & REAR  
 5' SIDE  
 10' SIDE AT DISSIMILAR DISTRICT

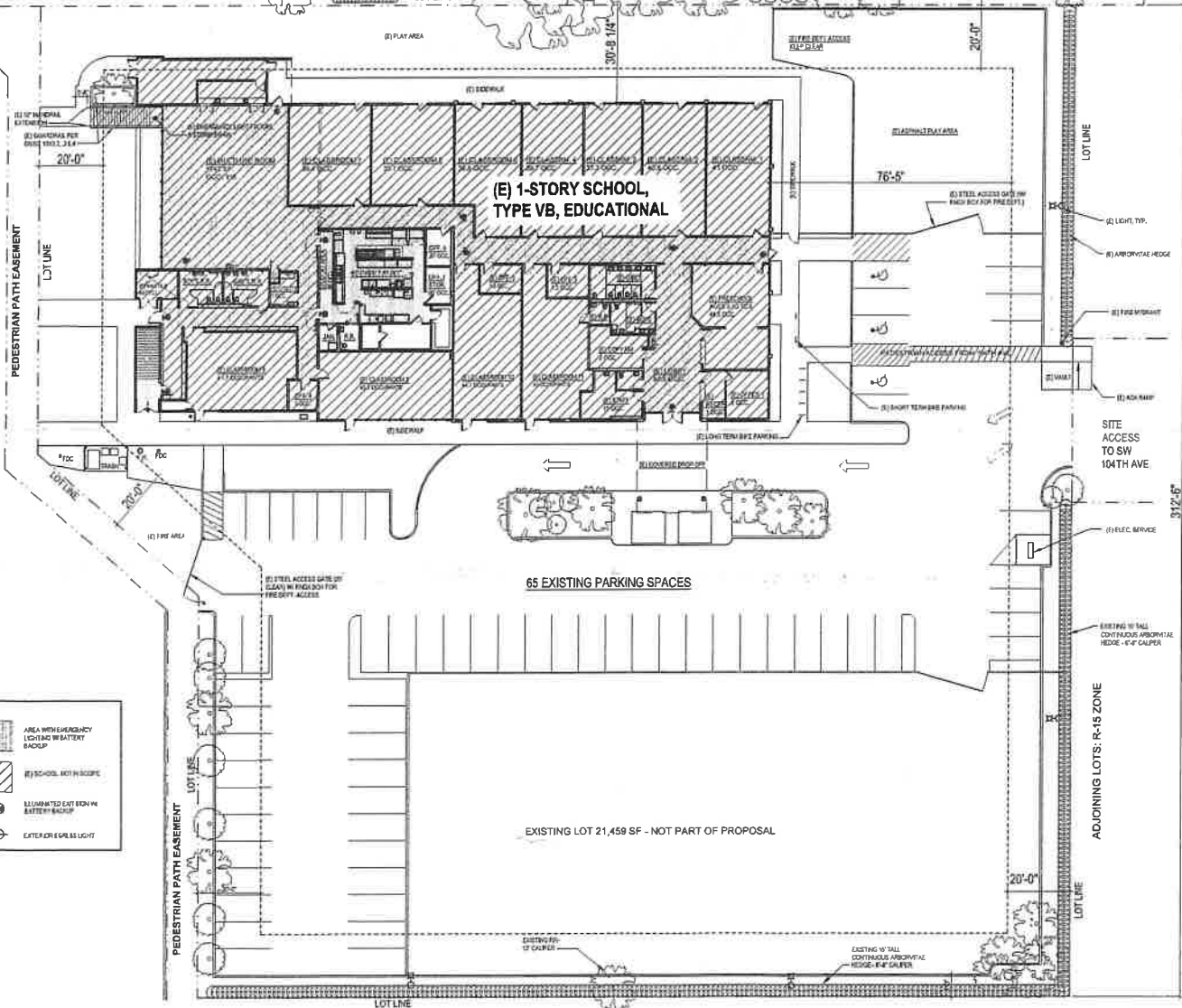
SCREENING & BUFFERING WC CDC 411  
 ADDITIONAL 10' W/ TREES, SHRUBS PLUS FENCE

INST. ZONE SETBACKS WC CDC 330-7.3  
 20' ALL SIDES

SCREENING & BUFFERING PER WC CDC 411-6.2  
 TO BE DETERMINED BY AUTHORITIES



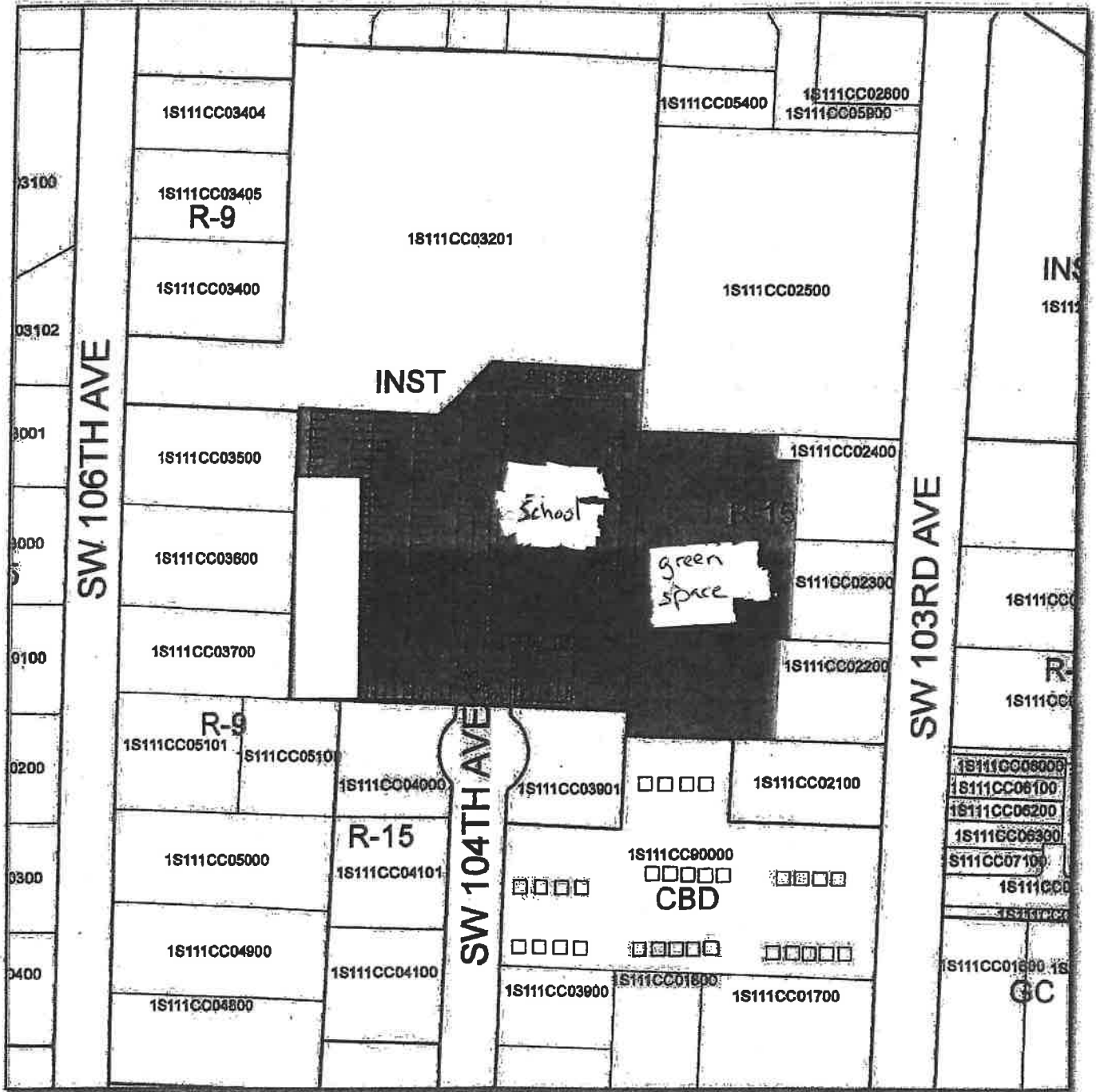
ADJOINING LOT: INST ZONE



ADJOINING LOTS: R-15 ZONE

# VICINITY MAP

TAX MAP/LOT NO. 1S1 11.CC 03800



↑ NORTH      ■ AREA OF CONSIDERATION

NOT TO SCALE

**SITE & SURROUNDING LAND USE DISTRICTS:**

- Institutional District (INS)
- R-15 District (Residential 15 units/acre)
- Community Business District (CBD)
- R-9 District (Residential 9 units/acre)
- General Commercial District (GC)

# Welcome to a Neighborhood Review Meeting (Attachment B)

The citizens of Washington County have an individual and a collective responsibility to assure that neighborhoods are developed in a manner that is consistent with Washington County's Community Development Code (CDC). Before submitting certain land use development applications\* to Washington County for review, the applicant must meet with neighbors who live near the proposed development, as required by Washington County's CDC. This meeting has been scheduled by, and will be conducted by, the applicant. The applicant is sometimes the property owner but can be the property owner's representative, such as the architectural or engineering firm, builder or developer.

It must be recognized that the applicant has a right to develop or change the property involved in accordance with the CDC, the Community Plan and any previous Conditions of Approval for an approved development application. After submission, a copy of your Community Plan or the development application may be obtained from Washington County's Department of Land Use & Transportation (DLUT) for a nominal fee. Community Plans and the Community Development can be viewed on the County's website.

**Community Plans:** [www.co.washington.or.us/LUT/Divisions/LongRangePlanning/Publications/index.cfm](http://www.co.washington.or.us/LUT/Divisions/LongRangePlanning/Publications/index.cfm)

**Community Development Code:** [www.co.Washington.or.us/DevCode](http://www.co.Washington.or.us/DevCode)

**MEETING PURPOSE:** The purpose of a neighborhood meeting is to provide a forum for the applicant, surrounding neighbors, and interested members of the Community Participation Organization (CPO) to consider the proposed application and to discuss issues/concerns before the development application is submitted to the County. This meeting gives everyone the opportunity to share with the applicant any special information about the property involved and to express all concerns about the proposed development. The applicant is required to take notes during this meeting and to provide a record of comments and their answers, which will be turned into the County as part of the development application. The meeting may be tape-recorded in order to assist an applicant with note taking, but the formal meeting minutes are required to be documented in written form, including meeting date/time, names/addresses of attendees and verbal/written comments received.

**MEETING GOAL:** The goal of a neighborhood meeting is to inform and encourage citizen involvement early in the development process so that the resultant development application may be more responsive to neighborhood concerns.

**WHAT'S NEXT?** Neighbors and others requesting notification will have opportunities, after a development application has been submitted, to express their ideas and concerns either during a public comment period or a public hearing (see Attachment C for details on Type II and Type III processes). Notification of public input/review time periods are sent to property owners with property within 500 feet of an urban development (1000 feet for rural) and as a courtesy to those registered on the sign-in sheet at the neighborhood meeting. Progress of the submitted application will be reported in the CPO Newsletters or individuals can request to be included on the notification list by contacting Current Planning at 503-846-8761, faxing your request to 503-846-2908, or email [lutdev@co.washington.or.us](mailto:lutdev@co.washington.or.us). You can also visit the **Projects Under Review** webpage at <http://www.co.washington.or.us/LUT/Divisions/CurrentPlanning/Projects/projectsunderreview.cfm>

The development application submitted to the County may differ from the one presented at this meeting. The CPO leaders receive a copy of the complete land use development application initially proposed (including detailed drawings and descriptions) and can share that information upon request. CPO leaders' contact information is listed in the CPO newsletters. If there are serious concerns, it is necessary to be involved at each stage of the development since changes are a natural part of the development process.

To receive a copy of the County's recommendation and staff report for the application and/or the Notice of Decision and staff report for the application, you will need to become a party of record to the application. To become a party of record for a Type II application (administrative decision without a public hearing), submit a written request during the public comment period for the application. To become a party of record for a Type III application (decision requiring a public hearing) submit a written request after the notice of the hearing has been mailed and prior to the public hearing date. The Notice of Decision will be mailed to all those within the Public Notice boundary.

You are strongly discouraged from writing or calling DLUT immediately after this Neighborhood Meeting. The County will be unaware of this proposal until the development application has been submitted, at which time a case file number and staff person will be assigned. Once the application is deemed complete, notices will be sent to neighboring properties (within 500' urban and 1,000' rural) and the area CPO. Submit comments after receipt of the notice from the County and include the case file number. The DLUT Staff Report, written prior to the final Conditions of Approval, will respond to all written comments received during the comment period.

Individuals who live in, or have a business in Washington County are members of the county's Community Participation Organization (CPO) program. To receive a free monthly CPO newsletter for your area, contact the CPO Office and request to receive either an electronic or paper newsletter. Consider signing up for the electronic copy which saves the CPO program funds. Subscribers will receive one monthly email informing that the CPO newsletter is posted online.

Individuals who prefer to receive a paper copy of the CPO newsletter can give their name and address to the CPO representative at this meeting, if one is present, or call the CPO offices at 503-846-6288, or sign-up online at <http://www.co.washington.or.us/cao/cpo/>.

\* Refer to Washington County Community Development Code section 203-3

# Washington County Department of Land Use & Transportation

## Summary of Type II & Type III Land Development Application Process (Attachment C)

