



CIVIL • PLANNING • SURVEY • LANDSCAPE  
P 503.643.8286 www.pd-grp.com  
9020 SW Washington Square Rd Suite 170  
Portland, Oregon 97223

RECEIVED  
MAY 05 2020  
PLANNING AND DEVELOPMENT SERVICES  
LAND USE AND TRANSPORTATION

April 30, 2020

**RE: NOTICE OF VIRTUAL NEIGHBORHOOD REVIEW MEETING – CPO 6  
PROPOSED DEVELOPMENT:**

**A Proposed 4-Lot Subdivision – “Happy Place”**

Dear Resident:

Pioneer Design Group, Inc. is representing the developer of a property located at 4275 SW 175<sup>th</sup> Avenue, more specifically shown by the attached map (1S1 18BA, Lot 300). This property is located in the R-9 District. The Developer is considering a proposal for a 4-Lot Subdivision for detached single family homes. 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. CPO 6

The purpose of this VIRTUAL meeting is to provide a forum for the applicant and surrounding property owners/residents to review the proposal and identify issues so they may be considered before the formal application is turned in 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.

Pursuant to Washington County’s Resolution & Order No. 2006-20, and subsequent COVID-19 Virtual Neighborhood Meeting Supplement dated April 10, 2020, you are invited to attend a virtual meeting on:

**May 21, 2020 at 6:00 pm** -OK

Online at: <https://bit.ly/375001meeting>; or

Phone at: 971-358-1930, Conference ID: 725 968 25 #

A copy of these materials can also be found online at: <https://bit.ly/375001materials>

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. The meeting may be recorded for the purpose of preparing minutes for submittal with a Land Use Application.

Due to the nature of the virtual meeting, we will have limited opportunity to respond to live questions. After reviewing these materials, if you have questions you would like answered during the meeting, please forward via email to [whayson@pd-grp.com](mailto:whayson@pd-grp.com), or via mail marked to my attention at 9020 SW Washington Square Road, Suite 170, Portland OR 97229. All questions received prior to 4 pm on May 21, 2020 will be answered during the meeting.

Sincerely,

Wayne Hayson  
Planning Manager

Attachments: Tax Map  
Packet titled, “Welcome to a Neighborhood Review Meeting”  
Project Summary  
Preliminary Plat  
Virtual Meeting Instructions

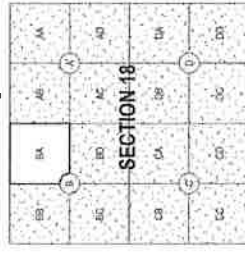
1S118BA



WASHINGTON COUNTY OREGON  
 NE 1/4 NW 1/4 SECTION 18 T1S R1W W.M.  
 SCALE 1" = 100'

36	31	32	33	34	35	36	31
1	6	5	4	3	2	1	6
12	7	8	9	10	11	12	7
13	18	17	16	15	14	13	18
24	19	20	21	22	23	24	19
25	30	29	28	27	26	25	30
36	31	32	33	34	35	36	31
1	6	5	4	3	2	1	6

FOR ADDITIONAL MAPS VISIT OUR WEBSITE AT  
[www.co.washington.or.us](http://www.co.washington.or.us)



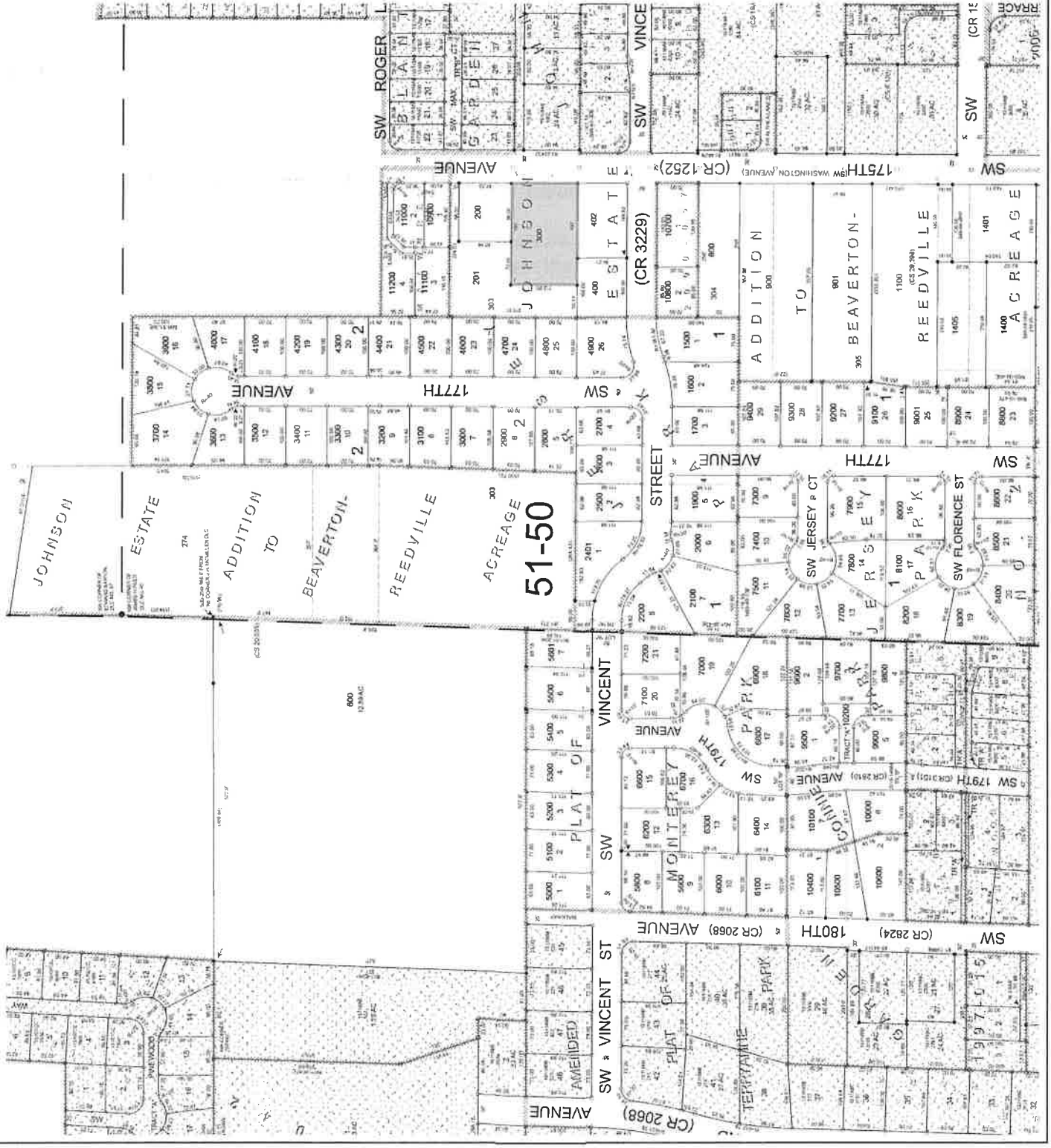
Cancelled Tracts For: 1S118BA  
 401 500 000, 100 500 000, 5700 000, 100 100 100  
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PLAT DATE: 04/18/18  
 FOR ASSESSMENT PURPOSES  
 ONLY. DO NOT RELY ON  
 FOR OTHER USE

This parcel information is derived from a public record and is not a survey. It is provided for informational purposes only. It is not intended to be used for legal or other purposes. For more information, please contact the Washington County Assessor's Office.

1S118BA



# Welcome to a Neighborhood Review Meeting

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 Citizen 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 Citizen Participation Organization (CPO) program. To receive a free monthly CPO newsletter for your area, contact the CPO Extension 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 503-821-1150 or 503-821-1128, or sign-up online at [www.extension.oregonstate.edu/washington/cpo/news-signup](http://www.extension.oregonstate.edu/washington/cpo/news-signup).

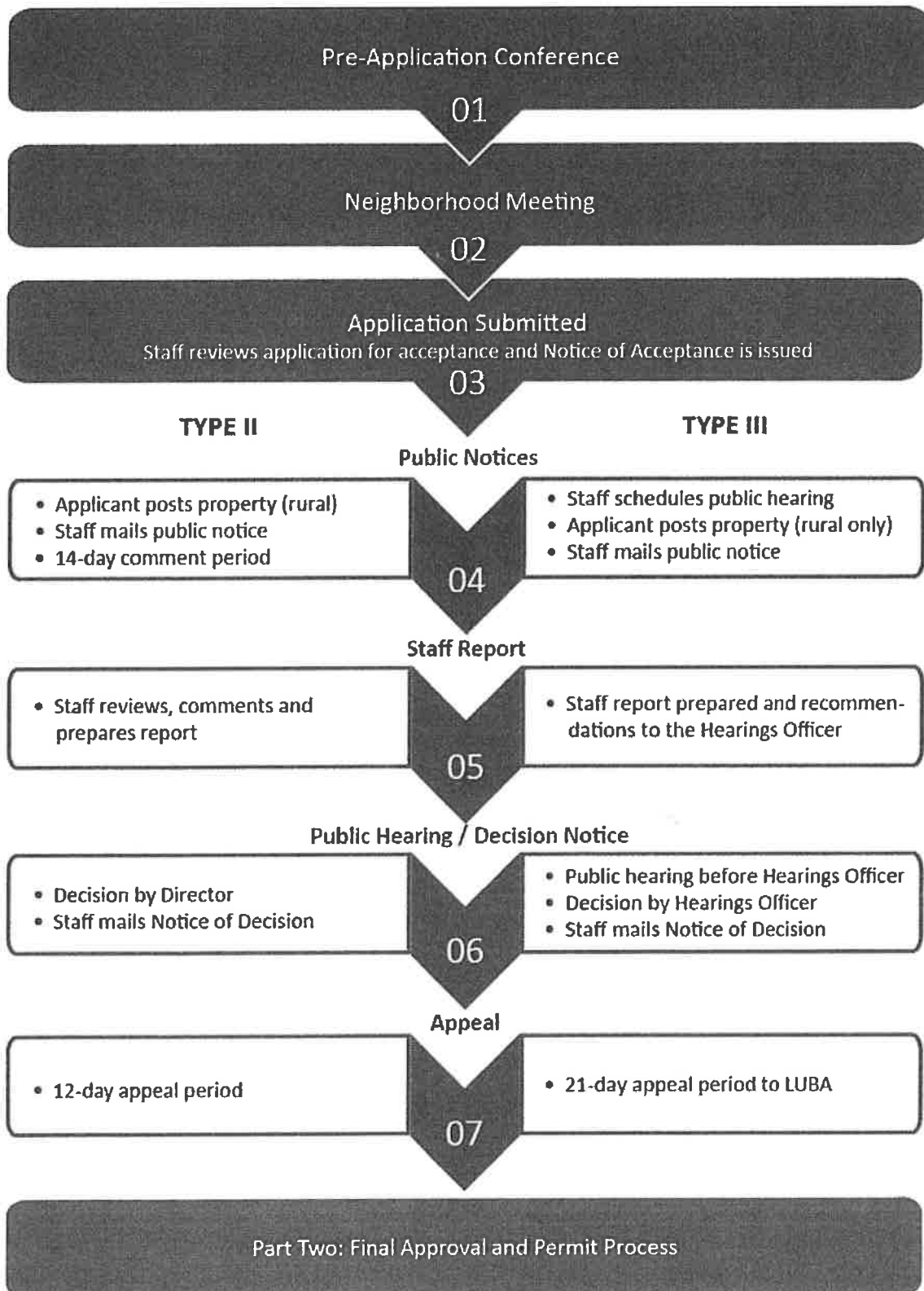
\* Refer to Washington County Community Development Code section 203-3

**Please Note:** Effective immediately, and for the duration of the Governor's COVID-19 "Stay Home, Save Lives" executive order, Washington County's Current Planning section will accept a virtual meeting alternative in place of an in-person Neighborhood Meeting. This is a temporary option for holding a Neighborhood Meeting during the time covered by the Governor's order and does not permanently replace any portion of current Community Development Code requirements for Neighborhood Meetings (ref. CDC Section 203-3) as implemented under Resolution & Order (R&O) 2006-20.

Please Contact Washington County Planning & Development Services – Current Planning at [lutdev@co.washington.or.us](mailto:lutdev@co.washington.or.us) 503-846-8761 with general questions regarding the Virtual Neighborhood Meeting process.

# Washington County Department of Land Use & Transportation

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



**To:** Virtual Neighborhood Meeting Participants

**From:** Wayne Hayson  
Pioneer Design Group, Inc.

**Project:** **Happy Place – A Proposed 4-Lot Subdivision**

**Date:** April 30, 2020

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Project Summary

The site address is 4275 SW 175<sup>th</sup> Avenue, which is located west of SW 175<sup>th</sup> Avenue between SW Vincent Street (south) and SW Rogers Lane (north) in unincorporated Washington County. It contains 0.44 acres, or 19,041 square feet.

The property is within the Central Residential Sub-Area of the Aloha-Reedville-Cooper Mountain Community Plan, and is zoned R-9. The surrounding zoning in all directions from the subject site is R-9. The calculated minimum density for this property is 3 units. The maximum density allowed is 4 units.

The Community Plan does not designate any Area of Special Concern or Significant Natural Resource area on this property.

The applicant requests approval of a Type II review for a 4-Lot Subdivision, “Happy Place”. The preliminary plat creates 4 lots for detached single family homes, with the existing home to be demolished.

The proposed detached single-family lots range in size from 3,680 to 4,140 square feet, not counting the flag access for Lots 3 & 4. The average lot size is 3,795 square feet. Each detached home is expected to include at least a two-car garage, with a two-car driveway.

The site abuts the west side of SW 175<sup>th</sup> Avenue, which is a designated a Neighborhood Route (NR-3, 60-foot right of way and 36-foot paved section). The development will dedicate an additional 5-foot right-of-way dedication, and provide frontage improvements with curb, street trees and sidewalk and 18 feet of pavement from centerline.

Access to the property will be via a private street (Tract A) extended from SW 175<sup>th</sup> Avenue.

# HAPPY PLACE SUBDIVISION



## VICINITY MAP

## OWNER/APPLICANT

MONTGOMERY DRIVE PROPERTIES, LLC  
 2934 SW MONTGOMERY DRIVE PROPERTIES, LLC  
 PORTLAND, OR 97201  
 PHONE: 503.222.7601  
 CONTACT: PEGGY HOAG

## PLANNING/ENGINEERING/ SURVEYING

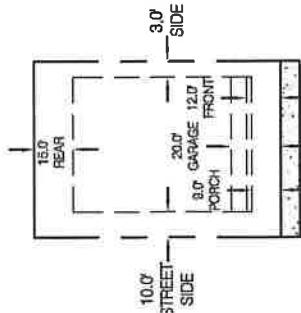
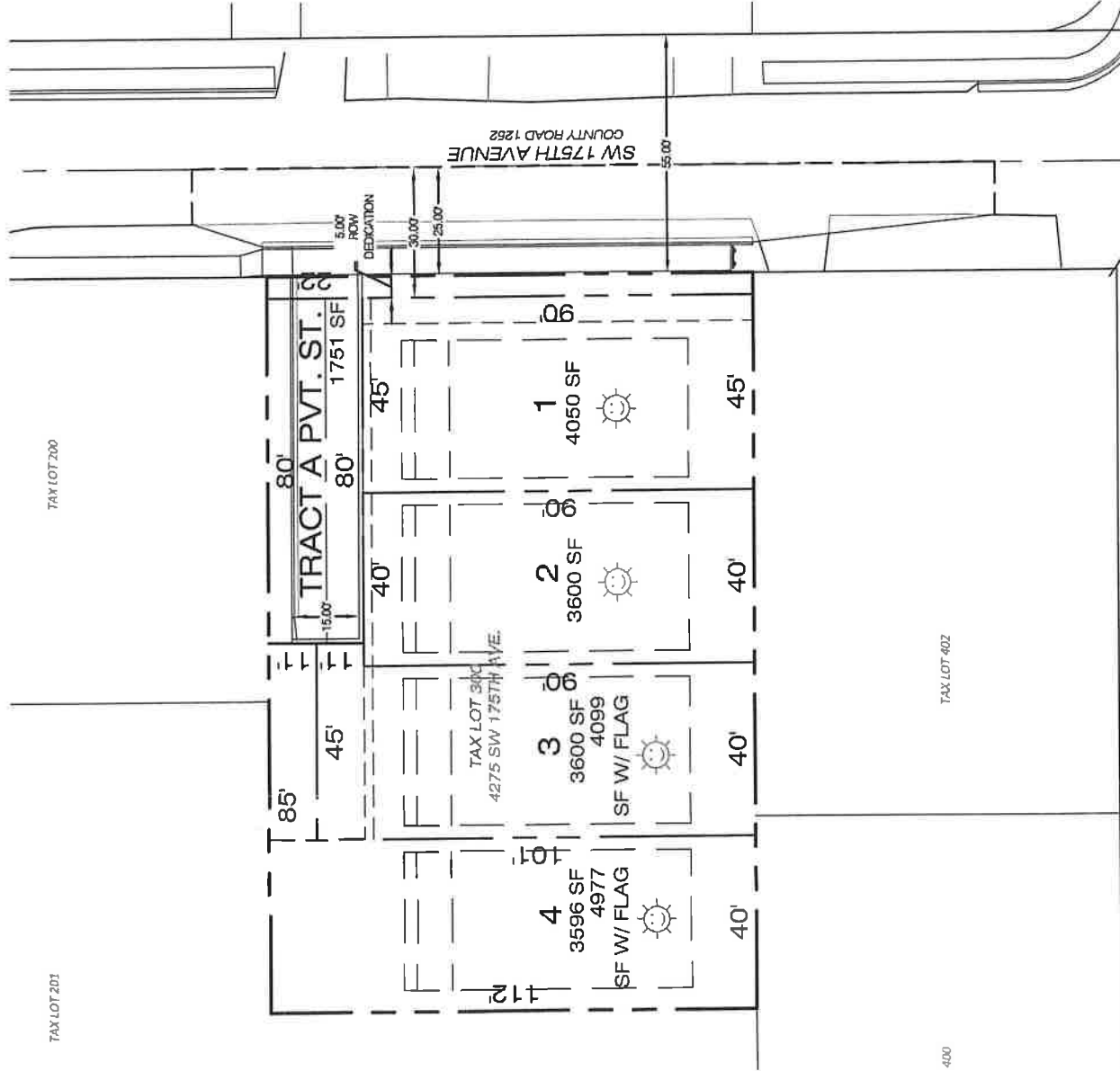
PIONEER DESIGN GROUP, INC.  
 9020 SW WASHINGTON SQ RD., SUITE 170  
 PORTLAND, OR 97223  
 PHONE: (503) 643-8286  
 CONTACT: WAYNE HAYSON

## SITE INFORMATION

TAX MAP: 1S1 18BA  
 TAX LOT: 00300  
 SITE ADDRESS: 4275 SW 175TH AVENUE  
 SITE SIZE: .44 ACRES  
 ZONING: R-9

## SETBACK REQUIREMENTS

FRONT PORCH: 9 FT.  
 FRONT BUILDING: 12 FT.  
 FRONT GARAGE: 20 FT.  
 SIDE YARD: 3 FT.  
 STREET SIDE YARD: 10 FT.  
 REAR BUILDING: 15 FT.



## R-9 SETBACKS

N.T.S.



## SUN & WIND

☀️ = SOLAR ACCESS AVAILABLE



## PRELIMINARY PLAT

A 4 LOT SUBDIVISION ON TAX LOT 00300, TAX MAP 1S1 18BA  
 4275 SW 175TH AVENUE, WASHINGTON COUNTY, OREGON



## Virtual Meeting Instructions

**To:** Virtual Neighborhood Meeting Participants  
**From:** Wayne Hayson  
Pioneer Design Group, Inc.  
**Project:** Happy Place – A Proposed 4-Lot Subdivision  
**Date:** April 30, 2020

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**May 21, 2020 at 6:00 pm** ✓ OK

Online at: <https://bit.ly/375001meeting>; or

You may also listen to the meeting via phone at: 971-358-1930, Conference ID: 725 968 25 #

A copy of these materials can also be found online at: <https://bit.ly/375001materials>

The meeting will be held using the Microsoft Teams Live Event feature. By entering the URL or phone number above, you will be directed to the Live Event. Access to the Live Event will begin at 5:50pm, and the meeting will start promptly at 6pm. You do not require a Microsoft Teams account to attend the meeting. The meeting may be recorded for the purpose of preparing minutes for submittal with a Land Use Application.

Due to the nature of the virtual meeting, we will have limited opportunity to respond to live questions. Please forward questions as directed below by May 21, 2020 at 4pm. All questions received prior to this time will be answered during the meeting.

Email: [whayson@pd-grp.com](mailto:whayson@pd-grp.com)

USPS: Pioneer Design Group  
Attn: Wayne Hayson  
9020 SW Washington Square Road, Suite 170  
Portland OR 97229.

**Pioneer Design Group Inc.**

9020 SW Washington Square Rd. | Portland, OR | 97223 | 503.643.8286

EXPERIENCED

INNOVATIVE

COMMITTED