



CITY OF BEAVERTON

Community Development
 Department
 Planning Division
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OFFICE USE ONLY	
FILE #:	_____
FILE NAME:	_____
TYPE: _____	RECEIVED BY: _____
FEE PAID: _____	CHECK/CASH: _____
SUBMITTED: _____	LWI DESIG: _____
LAND USE DESIG: _____	NAC: _____

SIDEWALK DESIGN MODIFICATION APPLICATION

APPLICANT: Use mailing address for meeting notification. Check box if Primary Contact

COMPANY: _____
 ADDRESS: _____
 (CITY, STATE, ZIP) _____
 PHONE: _____ FAX: _____ E-MAIL: _____
 SIGNATURE: _____ CONTACT: _____
 (Original Signature Required)

APPLICANT'S REPRESENTATIVE: Check box if Primary Contact

COMPANY: _____
 ADDRESS: _____
 (CITY, STATE, ZIP) _____
 PHONE: _____ FAX: _____ E-MAIL: _____
 SIGNATURE: _____ CONTACT: _____
 (Original Signature Required)

PROPERTY OWNER(S): Attach separate sheet if needed. Check box if Primary Contact

COMPANY: _____
 ADDRESS: _____
 (CITY, STATE, ZIP) _____
 PHONE: _____ FAX: _____ E-MAIL: _____
 SIGNATURE: _____ CONTACT: _____

Note: A land use application must be signed by the property owner(s) or by someone authorized by the property owner(s) to act as an agent on their behalf. If someone is signing as the agent of the property owner(s), that person must submit a written statement signed by the property owner(s), authorizing the person to sign the application.

PROPERTY INFORMATION (REQUIRED)

SITE ADDRESS: _____			AREA TO BE DEVELOPED (s.f.): _____
ASSESSOR'S MAP & TAX LOT #	LOT SIZE	ZONING DISTRICT	EXISTING USE OF SITE: _____
_____	_____	_____	_____
_____	_____	_____	PROPOSED DEVELOPMENT ACTION: _____
_____	_____	_____	_____
_____	_____	_____	PRE-APPLICATION DATE: _____



SIDEWALK DESIGN MODIFICATION SUBMITTAL CHECKLIST

WRITTEN STATEMENT REQUIREMENTS- REQUIRED FOR ALL SIDEWALK DESIGN MODIFICATION APPLICATIONS

- A. APPLICATION FORM. Provide one (1) completed application form with original signature(s).
B. CHECKLIST. Provide one (1) completed copy of this three (3) page checklist.
C. WRITTEN STATEMENT. Submit three (3) copies of a detailed description of the determination request. In the written statement, please:
- Address all applicable provisions of Chapter 60 (Special Requirements) relating to the sidewalk modification requested.
- Provide individual findings specifically addressing how and why the proposal satisfies each of the approval criterions specified in Section 40.58 (Sidewalk Design Modification), of the City's Development Code (ORD 2050), attached.
- Provide information related to how the proposed Sidewalk Design Modification will continue to meet the technical standards of the Engineering Design Manual.
D. FEES, as established by the City Council. Make checks payable to the City of Beaverton.
E. SITE ANALYSIS INFORMATION:
- Proposed lineal distance of Sidewalk Design Modification.
F. CLEAN WATER SERVICES (CWS) DOCUMENTATION. Pursuant to Section 50.25.1.F of the City's Development Code requires that all development proposals provide written documentation from Clean Water Services (formerly Unified Sewerage Agency) stating that water quality will not be adversely affected by the subject proposal. Therefore, the City recommends that you contact CWS in order to obtain the required documentation. For more information, please contact Amber Wierck, Environmental Plan Review Project Manager, at (503) 681-3653 or WierckA@CleanWaterServices.org

PLANS & GRAPHIC REQUIREMENTS - REQUIRED FOR ALL SIDEWALK DESIGN MODIFICATION APPLICATIONS

All plans, except architectural elevations, shall be presented at a minimum of 1" = 20' engineering scale and on a maximum sheet size of 24" x 36". Architectural elevations may be presented at an architectural scale. A total of three (3) copies of each plan shall be submitted, unless otherwise noted. All plans shall be folded to fit a legal size file jacket.

Each of the following plans and drawings shall be submitted on separate sheets. If the size of the project requires the use of match line sets, each set of match line sets must include a sheet (at a scale to fit a 24" x 36" sheet) depicting the entire site, including match lines, as a cover sheet.

Include all of the following information:

- A. DIMENSIONED SITE PLAN (Required only if site specific):**
- 1. North arrow, scale and date of plan.
 - 2. Points of access, interior streets, driveways, and parking areas.
 - 3. Location of buildings and structures, including refuse storage locations, pedestrian/bike paths, swimming pools, tennis courts, and tot lots.
Demonstration, if applicable, of the location of shared off-street on an abutting property within 200 feet of the use that the shared parking is intended to serve.
 - 4. Proposed right-of-way, dedications and improvements.
 - 5. Dimension from centerline to edge of proposed right-of-way.
 - 6. Dimensions of all improvements, including setbacks, parking spaces, driveways, and distance between buildings.
 - 7. Location of storm water quality/detention facilities.
 - 8. Boundaries of development phases, if applicable.
 - 9. Location, quantities, size (diameter breast height), genus and species of Significant Trees and Groves, Historic Trees, Trees within a Significant Natural Resource Area, Landscape Trees, Street Trees, and Community Trees, as applicable.
 - 10. Sensitive areas, as defined by CWS standards.
 - 11. Wetland boundaries, upland wooded area boundaries, riparian area boundaries, rock outcroppings, and streams. *Wetlands must be professionally delineated.*

Note: Complete sets of plans reduced to 8 ½"x11" (11"x17" are not acceptable) will be required at the time the application is deemed complete.

I have provided all the items required by this three (3) page submittal checklist. I understand that any missing information, omissions or both may result in the application being deemed incomplete, which may lengthen the time required to process the application.

Print Name

Telephone Number

Signature

Date

SIDEWALK DESIGN MODIFICATION APPROVAL CRITERIA

PER 50.25.1.B, A WRITTEN STATEMENT ADDRESSING THE APPROVAL CRITERIA FOR AN APPLICATION MUST BE SUBMITTED IN ORDER FOR AN APPLICATION TO BE DEEMED COMPLETE. STATEMENTS SUCH AS “NOT APPLICABLE” OR “THE PROPOSAL WILL COMPLY WITH APPLICABLE DEVELOPMENT REGULATIONS” ARE NOT SATISFACTORY. THE WRITTEN STATEMENT MUST ADDRESS EACH CRITERION AND MUST SPECIFY IN DETAIL HOW EACH WILL BE COMPLIED WITH.

An applicant for a Sidewalk Design Modification shall address compliance with all of the following Approval Criteria as specified in 40.58.15.C.1-6 of the Development Code:

<input type="checkbox"/>	1. The proposal satisfies the threshold requirements for a Sidewalk Design Modification application.
<input type="checkbox"/>	2. All City application fees related to the application under consideration by the decision making authority have been submitted.
<input type="checkbox"/>	3. One or more of the following criteria are satisfied: <ul style="list-style-type: none"> a. That there exist local topographic conditions, which would result in any of the following: <ul style="list-style-type: none"> i. A sidewalk that is located above or below the top surface of a finished curb. ii. A situation in which construction of the Engineering Design Manual standard street cross-section would require a steep slope or retaining wall that would prevent vehicular access to the adjoining property.
<input type="checkbox"/>	<ul style="list-style-type: none"> b. That there exist local physical conditions such as: <ul style="list-style-type: none"> i. An existing structure prevents the construction of a standard sidewalk. ii. An existing utility device prevents the construction of a standard sidewalk. iii. Rock outcroppings prevent the construction of a standard sidewalk without blasting.
<input type="checkbox"/>	<ul style="list-style-type: none"> c. That there exist environmental conditions such as a Significant Natural Resource Area, Jurisdictional Wetland, Clean Water Services Water Quality Sensitive Area, Clean Water Services required Vegetative Corridor, or Significant Tree Grove.
<input type="checkbox"/>	<ul style="list-style-type: none"> d. That additional right of way is required to construct the Engineering Design Manual standard and the adjoining property is not controlled by the applicant.
<input type="checkbox"/>	4. The proposal complies with provisions of Section 60.55.25 Street and Bicycle and Pedestrian Connection Requirements and 60.55.30 Minimum Street Widths.
<input type="checkbox"/>	5. Applications and documents related to the request, which will require further City approval, have been submitted to the City in the proper sequence.
<input type="checkbox"/>	6. The proposed Sidewalk Design Modification provides safe and efficient pedestrian circulation in the site vicinity.