



**Community Development
Planning Division**
501 SW Madison Avenue
P.O. Box 1083
Corvallis, OR 97339-1083
(541) 766-6908
FAX: (541) 754-1792
Planning@ci.corvallis.or.us

June 21, 2013

Attn: Peter Seaders
MSS Engineering Inc.
215 NW 4th Street
Corvallis, OR 97330

RE: 9th & Beca Property Replat Application (MRP13-00004, 1235-1245 NW 10th Street)

Dear Peter,

Thank you for your application submittal for the case noted above and dated June 3, 2013. While the application has addressed some of the applicable review criteria, there are some issues that need to be clarified in order for the application to be considered complete. Staff has reviewed the submitted items and finds that the application is incomplete at this time.

Comments below are intended to indicate noted deficiencies in the application materials. Please address the following items:

1. LDC Section 4.0.60.o / 4.4.20.02.b - (Block Perimeter Standards): It is not clear in reviewing the application narrative how the Block Perimeter standards in LDC Sections 4.0.60.o and 4.4.20.02.b have been satisfied. Those standards suggest that, unless variations or exemptions in the LDC apply, then an east/west Block Perimeter connection in the vicinity of the southern property line should be provided that completes the block formed by 10th Street, Beca Avenue, and 9th Street. Please explain why this connection has not been addressed, or if there is an intention to through future development plans.
2. Engineering Comments: Please refer to the attached list of comments from the Public Works Department, dated June 20, 2013.
3. Fee Payment: As of June 21, 2013, you have submitted a \$100 deposit fee for this application. The remaining fees due are noted on the attached fee calculation sheet. Please submit the remaining balance due of \$1,204.00.
4. Electronic Files: Please provide revised versions of all electronic files previously submitted, including the project narrative and plan sets.
5. Case Schedule: A final decision for an administrative land use decision is required to be rendered by the City within 120 days of receipt of a complete application. Based on the application submittal date, and the fact that the application has not yet been deemed complete,

A Community That Honors Diversity

the following dates are for your information, to help you with re-submittal deadlines and project schedule:

Application Received	June 3, 2013
Re-submittal Deadline	July 1, 2013
Application Complete	TBD
120 Days (ORIGINAL)	October 1, 2013
120 Days (MODIFIED)	TBD

Table 1 - Case Schedule

Please contact me at (541) 766-6577, or jason.yaich@corvallisoregon.gov if you have any questions.

Sincerely,



Jason Yaich
Associate Planner

Cc:

Ted Reese, Development Review - Engineering

Attachment:

June 20, 2013, Memorandum from Ted Reese to Jason Yaich (Engineering Comments)
Fee Calculation Worksheet

MEMORANDUM
June 20, 2013

TO: Jason Yaich, CD/ Planning
FROM: Ted Reese, PW/ Engineering/ Development Review
SUBJECT: MRP13-00004, 9th and Beca

Development Review Engineering has reviewed the above-noted development proposal. Our comments and recommended conditions are listed below.

Circulation

The site is located between NW 9th Street and NW 10th Street, on the south side of NW Beca Avenue. The frontage along NW 9th Street, NW 10th Street, and NW Beca Avenue have been partially improved to City standards. In accordance with LDC 4.0.60.e, development sites are to be provided with access from a public street improved to City standards. In accordance with LDC 4.0.20.a.1, each proposed lot shall have required public and franchise improvements installed or secured in accordance with the provisions of LDC 2.4.40.08 prior to approval of the final plat (**Condition 1**).

NW 9th Street

According to the Transportation Plan, NW 9th Street is designated as an arterial street. For a five lane arterial street, the LDC specifies a minimum right-of-way width of 106 ft with a 12 ft center turn lane, 12 ft travel lanes, 6 ft bike lanes, 12 ft landscape strips, and 5 ft setback sidewalks. The existing conditions for NW 9th Street are a right-of-way width of 80 ft with a 10 ft center turn lane, 10 ft travel lanes, 6 ft bike lanes, no landscape strips, and 5 ft curbside sidewalks.

Concurrent with the final plat, the applicant shall dedicate additional right-of-way in order to provide a minimum of 53 ft of right-of-way from the original right-of-way centerline. An environmental assessment for all land to be dedicated must be completed in accordance with LDC Section 4.0.100.g (**Condition 2**).

Future development or redevelopment along the site's NW 9th Street frontage, including alteration of driveway aprons, shall require the installation of set back sidewalks and landscape strips per LDC 4.0.30.a.2 (**Condition 3**).

NW 10th Street

According to the Transportation Plan, NW 10th Street is designated as a neighborhood collector street. For a neighborhood collector street, the LDC specifies a minimum right-of-way width of 66 ft with a 10 ft travel lanes, 6 ft bike lanes, 12 ft landscape strips, and 5 ft setback sidewalks. The existing conditions for NW10th Street is a right-of-way width of 60 ft with 10 ft travel lanes, 4 ft bike lanes, a 7 ft parking lane on the west side, a 6 ft landscape strip on the east side, an 8 ft landscape strip on the east side, and 5 ft setback sidewalks.

Concurrent with the final plat, the applicant shall dedicate additional right-of-way in order to provide a minimum of 33 ft of right-of-way from the original right-of-way centerline. An environmental assessment for all land to be dedicated must be completed in accordance with LDC Section 4.0.100.g (**Condition 4**).

NW Beca Avenue

According to the Transportation Plan, NW Beca Avenue is designated as a local street. For a local street, the LDC specifies a minimum right-of-way width of 50 ft with a 28 ft roadway, 6 ft landscape strips and 5 ft setback sidewalks. The existing conditions for NW Beca Avenue is a right-of-way width of 60 ft with a 40 ft roadway, 5 ft landscape strips, and 5 ft setback sidewalks. Additional right-of-way is not required along NW Beca Avenue.

Public Utilities

In accordance with LDC 4.0.70, all development sites shall be provided with public water, sanitary sewer, storm drainage, and street lights. In accordance with 4.0.20.a.1, each proposed parcel shall have required public and franchise improvements installed or secured in accordance with the provisions of LDC 2.4.40.08 prior to approval of the final plat.

Sewer

There is an 8 inch sewer line in NW 9th Street, an 18 inch sewer line in NW Beca Avenue, and an 8 inch north-south line through the middle of the site (including under the building). No improvements to the sewer system are required with this application.

Staff could not determine if the existing sewer line through the middle of the site is located within an easement. In accordance with LDC 4.0.100.a, a 15 ft easement shall be provided over the public sewer line, if not already present. The easement shall be granted concurrent with the final plat (**Condition 5**).

Water

There is a 12 inch water line located in NW 9th Street, a 6 inch water line located in NW 10th Street, and 6 inch and 36 inch water lines located in NW Beca Avenue along the site's frontage. No improvements to the public water system are required with this application.

Drainage

There is a 12 inch storm line located in NW 9th Street, a 6 inch storm line along the northern portion of the NW 10th Street frontage, a 12 inch storm line along the southern portion of the NW 10th Street frontage, and a 6 inch storm line located in NW Beca Avenue. No improvements to the storm drainage system are required with this application.

Street Lights

There are existing street lights located in the vicinity of the applicant's site. The existing street lights are adequate to serve this site.

Franchise Utilities

A 7 ft Utility Easement (UE) is required adjacent to all street right-of-way's according to LDC 4.0.100.b. The applicant shall grant these easements concurrent with final plat (**Condition 6**).

Conditions

1. In accordance with LDC 4.0.80, all development sites shall be provided with public water, sanitary sewer, storm drainage, and street lights. In accordance with 4.0.20.a.1, each proposed lot shall have required public and franchise improvements installed or secured in accordance with the provisions of LDC 2.4.40.08 prior to approval of the final plat.
2. Concurrent with the final plat, the applicant shall dedicate additional right-of-way along the NW 9th Street in order to provide a minimum of 53 ft of right-of-way from the original right-of-way centerline. An environmental assessment for all land to be dedicated must be completed in accordance with LDC Section 4.0.100.g.
3. Future development or redevelopment along the site's NW 9th Street frontage, including alteration of driveway aprons, shall require the installation of set back sidewalks and landscape strips per LDC 4.0.30.a.2.
4. Concurrent with the final plat, the applicant shall dedicate additional right-of-way along NW 10th Street in order to provide a minimum of 33 ft of right-of-way from the original right-of-way centerline. An environmental assessment for all land to be dedicated must be completed in accordance with LDC Section 4.0.100.g
5. In accordance with LDC 4.0.100.a, a 15 ft easement shall be provided over the public sewer line that is located through the middle of the site, if an easement is not already present. The easement shall be granted concurrent with the final plat.
6. A 7 ft Utility Easement (UE) is required adjacent to all street right-of-way's according to LDC 4.0.100.b. The applicant shall grant these easements concurrent with final plat.

Development Related Concerns

- A. **Infrastructure Cost Recovery** - Where it is determined that there will be Infrastructure Cost Recovery payments from past public improvements the developer shall pay their required share of the costs prior to receiving any building permits in accordance with Corvallis Municipal Code 2.18.040.

Land Use Application Fees Worksheet

Table 1: Special Development Land Use Application Fees (70% Cost Recovery)
Resolution 2012-28 Land Use Fees 2013

Date: 6/21/2013 Case Name: 9th and Beca Replat Case Number: MRP13-00004

Description	Base Fee Amount	Enter 1.0 for Action or 0.75 for Secondary ²	Base Fee Sub-Total	Add-on Cost per Unit	Enter # of Units (do not round up)	Add-on Sub-Total	TOTAL FEES Base Fee plus Add-on
Appeal							
Appeal of Administrative-Level Decision	\$250		\$0.00				
General 10% of Base Fee			\$0.00				
Recognized NH Assoc 5% of Base Fee			\$0.00				
Annexation Major (per acre add-on)	\$ 9,173		\$0.00	\$ 132 per acre		\$0.00	
Minor including Health Hazard	\$ 2,708		\$0.00				
Comprehensive Plan Amendment	\$ 11,084		\$0.00				
Conditional Development (incl. Willamette River Greenway CD)							
Residential (per lot add-on)	\$ 6,857		\$0.00	\$ 41 per lot		\$0.00	
Non-residential (per 100 sq. ft. add-on)	\$ 6,857		\$0.00	\$ 8 per 100 sf		\$0.00	
Modification	\$ 2,796		\$0.00				
District Change							
Health Hazard	\$ 5,216		\$0.00				
Historic Preservation Overlay	\$ 1,304		\$0.00				
Administrative	\$ 0		\$0.00				
	\$ 2,608		\$0.00				
Planned Development							
Conceptual Development Plan							
Residential (per acre add-on)	\$ 7,347		\$0.00	\$ 81 per acre		\$0.00	
Non-residential (per acre add-on)	\$ 7,347		\$0.00	\$ 81 per acre		\$0.00	
Detailed development Plan							
Residential (per unit add-on)	\$ 7,838		\$0.00	\$ 47 per lot		\$0.00	
Non-residential (per 100 sq. ft. add-on)	\$ 7,838		\$0.00	\$ 9 per 100 sf		\$0.00	
Conceptual and Detailed Dev. Plan							
Residential (per unit add-on)	\$ 8,328		\$0.00	\$ 50 per lot		\$0.00	
Non-residential (per 100 sq. ft. add-on)	\$ 8,328		\$0.00	\$ 10 per 100 sf		\$0.00	
Major Modification to P.D.							
Residential (per unit add-on)	\$ 7,347		\$0.00	\$ 44 per lot		\$0.00	
Non-residential (per 100 sq. ft. add-on)	\$ 7,347		\$0.00	\$ 9 per 100 sf		\$0.00	
P.D. Nullification	\$ 5,216		\$0.00				
Minor Modification	\$ 3,260		\$0.00				
Tentative Plat							
Non-residential	\$ 6,857		\$0.00	\$ 41 per lot		\$0.00	
Modification	\$ 3,260		\$0.00				
Major Replat	\$ 7,809		\$0.00	\$ 1 per lot		\$0.00	
Residential (Admin.)	\$ 6,368		\$0.00	\$ 38 per lot		\$0.00	
Historic Preservation Permit	\$ 0		\$0.00				
Extension of Services	\$ 9,128		\$0.00			\$0.00	
Director's Interpretation	\$ 1,956		\$0.00				
Land Dev. Code Text Amendment	\$ 5,216		\$0.00				
TOTAL from Table 1			\$0.00			\$0.00	\$0.00
TOTAL from Table 2							\$1,304.00
TOTAL APPLICATION FEES							\$1,304.00
LESS \$100/\$1,000 DEPOSIT¹							(\$100.00)
TOTAL APPLICATION FEES DUE							\$1,204.00

- General Development Land Use Applications shall be submitted with a \$100 deposit, and Special Development Land Use Applications require a \$1,000 deposit. The Planner will enter the amount of the deposit. Following a determination of the actual extent of the request, the remainder of the fees shall be charged to the applicant. Applications shall be deemed incomplete until all fees have been paid.
- Where development requires concurrent actions, the largest of the fees determined from Table 1 or Table 2 shall be charged, and 75 percent of the fee for each additional action shall be charged.

Description	Base Fee	Enter 1 for Actions ² or .75 for Secondary	Total Fees
Minor Replat	\$ 1,304	1.00	\$ 1,304.00
Vacation	\$ 1,301		
Sign Variance	\$ 3,254		
PCR	\$ 652		
LDO Minor	\$ 1,304		
LDO Major	\$ 3,912		
Land Partition	\$ 3,260		
PLA	\$ 326		
Solar Access Permit	\$ 652		
Flood Plain Development Permit Variance	\$ 3,912		
TOTAL FEES - TABLE 2			\$ 1,304.00

P a y m e n t R e c e i p t



City of Corvallis

Planning Division

501 SW Madison Avenue, PO Box 1083, Corvallis, OR 97339

Office: 541.766.6908

Fax: 541.754.1792

CASE # **MRP13-00004**

RECEIPT # **001049**

Project Name: 9th & Beca Minor Replat
Site Address: 1245 NW 10TH ST, CORVALLIS, OR 97330
Status: APPLICATION RECEIVED
Applicant / Contact: John Seaders
215 NW 4th St.
Corvallis, OR 97330

Fee Description	Fee Amount	Payer	Method	Date	Payment Applied
Deposit (General Development)	\$100.00	MSS, Inc.	Check # 3785	6/3/2013	\$100.00
<i>Total Payment Associated With This Receipt:</i>					\$100.00

Important

This receipt represents a single payment transaction and receipt number, and may reflect that only partial payment has been made for the application (case) noted above. Additional fees will/may be applicable. Written notification, which will include any additional fees due, will be sent to the applicant/contact as that information is determined.

web: www.corvallisoregon.gov/cd-planning

email: Planning@CorvallisOregon.gov

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