



City of Portland
Bureau of Development Services
Land Use Services Division

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September 8, 2006

Stefanie Slyman
PERKINS COIE LLP
1120 NW Couch Street, 10th Floor
Portland OR 97209

Re: Land Use Review LU 06-154964 CU ZC AD

Dear Stefanie:

The Bureau of Development Services received your application for a Conditional Use located at 2800 NE 82ND AVE on August 16, 2006. Your case has been assigned to me, Sylvia Cate. In order to continue to review your application, additional information is needed. Once you submit this information, your application will be considered complete, and I will proceed with a full review of your proposal. Up to this point, your application has been reviewed only to determine if all required information has been submitted. The application has not been fully reviewed to determine if it meets the relevant approval criteria, however some issues you may want to consider are identified in Section II below.

I. Information Necessary to Complete Application

The following information must be submitted before your proposal can be evaluated:

1. After reviewing the application, multiple review agencies have responded requesting additional information. This item serves as a summary only; please read carefully the attached memos from each agency, which articulates their specific requests. In summary, there are two broad categories which are missing important information: Transportation Impact information and Stormwater Management strategies.

Transportation Issues: Please review the attached letter from the Oregon Department of Transportation, which has reviewed the submitted Traffic Impact Study. ODOT has identified a number of areas that require additional information. These areas include the proposed right-in/right-out approach north of the Carpet Store; the existing Carpet Store ingress approach; Traffic Signal Modification at James Madison High School; the need for a progression analyses for five timing plans as detailed in their letter; the need for turning movement counts, pedestrian counts and a turning radius diagram demonstrating that large trucks can safely make a right turn from 82nd Avenue onto the subject site; additional traffic counts to determine if the Eight-Hour Volume Warrant is satisfied for proposed new traffic signal; and related parking lot operations for adjacent development; additional information regarding whether design exceptions to lane widths, etc., will be sought; additional information regarding a separate approach to existing cell tower; on site circulation for large trucks; an amended analysis of the intersection of OR 213 [82nd Avenue] and NE Fremont due to inaccuracies; amended analysis of the intersection of OR 213 [82nd] and Sandy Boulevard due to inaccuracies; and missing background queue analysis for intersections of OR 213 at NE Fremont and NE Jonesmore Streets.

Portland Transportation has reviewed the application and notes that additional information regarding crash history is required, as well as additional information regarding ITE trip generation numbers. Please see the attached memo for full details.

Stormwater Management: Please review the attached memos from Bureau of Environmental Services and Site Development Section of BDS regarding additional information pertaining to Stormwater management issues. In summary, additional information needed includes a revision of site plans indicating the manner by which roof runoff for Building A will be handled; additional information and drawings pertinent to grassy swale and proposed soakage trenches; narrative addressing how stormwater will be managed and disposed of for any associated street improvements, if required and additional site plan depicting location of the landfill cap in relation to sanitary and stormwater facilities.

2. Missing documents in Main Project Narrative [3-ring binders]: It appears that a simple error in collating all of the materials occurred when the 3-ring binders were assembled. Specifically, two of the binders are missing the following documents at Tab IV: Design Basis and Environmental Engineering Approach reports; Letter from Oregon DEQ' GeoDesign Memo re: Geotechnical and Environmental Issues. Submittal of two sets of each of these documents, three-hole punched, will enable city staff to correct this issue.
3. Massing/Character Study: As discussed with City staff prior to application submittal, architectural renderings are extremely helpful in addressing the identified review areas of the unassigned Type III review associated with the prior condition of approval for the zone change to EG2. It would be helpful to submit one additional elevation rendering depicting the proposed development looking into the site from 82nd Avenue, showing the requested reduced transit street setback request for the smaller buildings as well as the façade of the proposed Building A in relation to the gateway entrance the main approach drive is intended to create.

II. Issues to Consider

While not necessary to determine the application complete, additional information may be needed to show that your proposal meets the applicable approval criteria. You are encouraged to address the following issues regarding the approvability of your proposal:

- **City staff encourages you to continue working with the Neighborhood Associations in the area to allay concerns about the project and develop support for the proposal.**

III. Time to Complete Application

The Portland Zoning Code allows you up to 180 days to complete your application. Since the 180-day period began on the day we received the application, the deadline to make your application complete is **February 13, 2007**.

IV. Determination of a Complete Application

The application will be determined complete when you have submitted:

1. All of the requested information included in Section I, above. If you cannot provide all of the requested information at one time and intend to submit additional information, please include a written statement with each separate submittal indicating that you still intend to provide the additional missing information by the **February 13, 2007** deadline, **or**
2. Some of the requested information included in Section I, above, and a written statement that no additional information will be provided; **or**

3. A written statement that none of the requested information included in Section I, above, will be provided.

Please be aware that not submitting the requested information may result in your application being denied. The information is needed to demonstrate the approval criteria are met. Once the application is deemed complete, review of your application can proceed using the information you have provided.

Your application will be approved if it meets the relevant land use review approval criteria. It is your responsibility to document how the approval criteria are met. The items listed above will help provide that documentation.

Voiding of Application

If your application is not complete by **February 13, 2007**, it will be voided, and the application fee will not be refunded. The City's land use review procedures are outlined in Chapter 33.730 of the Portland Zoning Code.

Please contact me if you have any questions about this letter. My telephone number is **503-823-7771**, and my e-mail address is scate@ci.portland.or.us. You may mail correspondence to me at the Bureau of Development Services, Suite 4500, 1900 SW Fourth Avenue, Portland, OR 97201. If you deliver the requested material in person, please bring it to the fourth floor receptionist at 1900 SW Fourth Avenue. Please label all correspondence and materials you submit with the case number LU 06-154964.

Sincerely,

Sylvia Cate, Planner
Land Use Services Division

cc: Shawn Fujiki, applicant
Mike Hashem, property owner
Application Case File

Attch: Memoranda from: ODOT, PDOT, BES, and BDS/Site Development