



**TO:** Architectural Review Board  
**THROUGH:** Steve Koper, AICP, Assistant Community Development Director  
**FROM:** Madeleine Nelson, Assistant Planner  
**DATE:** August 9, 2023

---

**SUBJECT:**

Consideration of a one-year extension request of the Architectural Review Board decision dated March 14, 2022, for the proposed Tualatin Logistics Park development, case file AR21-0011. The project proposed to construct an approximately 452,800 square-foot multi-tenant distribution warehouse on a 24.16-acre site located in the General Manufacturing (MG) District at 20400 SW Cipole Road (Tax Lot: 2S128A000100).

**RECOMMENDATION:**

Based on the analysis and findings, as well as the application materials demonstrating compliance with the applicable review criteria, staff respectfully recommends approval of the extension of Architectural Review 21-0011 subject to the recommended Conditions of Approval in the attached Analysis and Findings.

**EXECUTIVE SUMMARY:**

- The extension request is a Type III land use case, subject to a quasi-judicial hearing before the Architectural Review Board.
- Architectural Review decisions (including Minor Architectural Review decisions) expire two (2) years from the effective date unless the applicant has received a building, or grading permit submitted in conjunction with a building permit application, substantial construction has occurred pursuant to the building permit, and an inspection has been performed by a member of the Building Division
  - The effective date of Architectural Review 21-0011 was March 14, 2022. Two years from the effective date is March 14, 2024. The applicant submitted a request for an extension of time for Architectural Review 21-0011 on July 6, 2023.
- Applicable approval criteria include Tualatin Development Code Chapters 32 and 33. The Architectural Review Board may grant the extension if:
  - (i) The applicant submitted a written extension request prior to the expiration date;
  - (ii) There have been no significant changes in any conditions, ordinances, regulations or standards of the City or applicable agencies that affect the previously approved project so as to warrant its resubmittal for Architectural Review;
  - (iii) If the previously approved application included a special study, the applicant provided a status report includes a letter from a recognized professional that states that conditions have not changed after the original approval and that no new study is warranted; and
  - (iv) If the site has been neglected so as to allow the site to become blighted, the deciding party must factor this into its decision.
- Public comments - No public comments were received as of the date this staff report was drafted.

**OUTCOMES OF DECISION:**

Approval of extension for AR 21-0011 will extend the timeline of the decision by one year from an expiration date of March 14, 2024, to March 14, 2025. The time-extended decision would then expire on March 14, 2025, unless the applicant has received a building, or grading permit submitted in conjunction with a

building permit application, substantial construction has occurred pursuant to the building permit, and an inspection has been performed by a member of the Building Division.

**ALTERNATIVES TO RECOMMENDATION:**

The Architectural Review Board may alternatively:

- Approve the extension of AR 21-0011 with Conditions of Approval and direct staff to provide updated Analysis and Findings;
  - Continue the hearing to a later date for further consideration; or
  - Deny the extension of AR 21-0011.
- 

**ATTACHMENTS:**

- Analysis and Findings
- Presentation
- Exhibit A1 – Application
- Exhibit A2 – Request for Extension
- Exhibit A3 – Lancaster Mobley Memorandum
- Exhibit A4 – Supporting Documents
- Exhibit B1 – Public Notice
- Exhibit C1 – Tualatin Engineering Memorandum
- Exhibit D1 – Clean Water Services Memorandum
- Exhibit E1 – Architectural Review 21-0011 Final Order