



**MULTNOMAH COUNTY
LAND USE & TRANSPORTATION PROGRAM**

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**Hillside
Development Permit (HDP)
Work Sheet**

**Associated
Active Cases:**

Instructions for Applicants:

This questionnaire has been put together to assist you in preparing an application for development within the Hillside Development Overlay. While not required, we encourage you to consult with an Oregon licensed Certified Engineering Geologist or Geotechnical Engineer when completing this form. Information in this worksheet is intended to supplement the Geotechnical Report or Geotechnical Reconnaissance Survey [HDP Form 1]. The responses and supporting documents you provide will be the basis for determining whether or not your application satisfies the Hillside Development criteria.

GENERAL INFORMATION

Project Description: _____

Site Address or Legal Description: _____ Average Slope of Property (%): _____

Maximum Slope on Property (%): _____ Area in which it is located: _____

Surface area disturbed
(square feet and acres)*: _____ Volume of excavation/fill (yd³): _____

Completed By: _____

Date: _____

*Construction activities disturbing between 1 and 5 acres are automatically covered under the Oregon (DEQ) Department of Environmental Quality (NPDES) National Pollutant Discharge Elimination System Stormwater Discharge General Permit No.1200-CN. This relieves many applicants from also having to apply for a DEQ permit. Activities disturbing over 5 acres are not eligible for automatic coverage and are subject to additional permitting requirements by DEQ under the 1200-C program. Please ask the planning office for a copy of the "GENERAL PERMIT NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM STORMWATER DISCHARGE PERMIT" provisions for more information on projects qualifying for automatic coverage.

SUBMITTAL REQUIREMENTS

This worksheet has been put together to assist you in addressing approval criteria. Additional information is required to submit an application. This includes a General Application Form, deeds, site plan, service provider forms and title report. Please reference the Hillside Development Permit Handout for a list of submittal and site plan requirements.

GEOTECHNICAL ANALYSIS

A Hillside Development Permit may be approved by the County only after the applicant provides one of the following. Please check the applicable box.

- Topographic information is enclosed showing the proposed development to be on land with average slopes less than 25 percent, and located more than 200 feet from a known landslide, and that no cuts or fills in excess of 6 feet in height are planned. High groundwater conditions shall be assumed unless documentation is available, demonstrating otherwise; or**
- A geotechnical report prepared by a Certified Engineering Geologist or Geotechnical Engineer is attached certifying that the site is suitable for the proposed development. The report includes any specific investigations required by the County and recommendations for any further work or changes in proposed work which may be necessary to ensure reasonable safety from earth movement hazards; or**

- An HDP Form– 1 completed, signed and certified by a Certified Engineering Geologist or Geotechnical Engineer with his/her stamp and signature affixed has been prepared indicating that the site is suitable for the proposed development.**

NOTE: If the HDP Form– 1 indicates a need for further investigation, or if the Director requires further study based upon information contained in the HDP Form– 1, a geotechnical report as specified by the Director shall be prepared and submitted.

HDP APPROVAL STANDARDS

County approval of development plans must be based upon findings that the proposal adequately addresses the standards listed below. Some of the standards can be satisfied by checking the corresponding box. By checking a box, you are confirming that the statement applies to your project.

1. Fill materials, compaction methods and density specifications shall be indicated. Fill areas intended to support structures shall be identified on the plan.

- The fill materials, compaction methods and density specifications are included on the site plan or are described below. Fill areas intended to support structures are identified on the plan.
- There is no fill included in the proposed project.

2. Cut and fill slopes shall not be steeper than 3(H):1(V) (i.e. 33%) unless a geological and/or engineering analysis certifies that the steep slopes are safe and erosion control measures are specified.

- Cut or fill slopes steeper than 33% have been certified as safe in the attached geological and/or engineering analysis. Appropriate erosion control measures are also specified in the analysis.
- There are no cut or fill slopes steeper than 33%.

3. Cuts and fills will not endanger or disturb adjoining property.

- A Geotechnical Reconnaissance (HDP Form 1) or geotechnical report has been prepared confirming that cut or fills will not endanger or disturb adjoining property.
- Cuts and fills will not endanger or disturb adjoining property for the following reasons:

Note: This issue is specifically addressed in the HDP Form 1 and you can rely upon the response by the Certified Engineering Geologist or Geotechnical Engineer that completed the form. A geotechnical report may or may not address the issue. If you need to prepare a response, please make sure to address any earthwork that is to occur close to a property line or storm run-off that will discharge off the property.

4. The proposed drainage system will have adequate capacity to bypass through the development the existing upstream flow from a storm of 10-year design frequency;

- A County Stormwater Certificate completed by an Oregon Registered Professional Engineer demonstrates that this standard has been satisfied (*Note: A Certificate must be submitted for projects involving more than 500 square feet of impervious surfaces*).
- There is no existing upstream flow of run-off.

- 5. **Fills shall not encroach on natural watercourses or constructed channels unless measures are approved which will adequately handle the displaced stream flow for a storm of 10-year design frequency;**
 - Fill will encroach on a natural watercourse or constructed channel as shown on the site plan. As illustrated on the plan, and confirmed with the enclosed Stormwater Certificate, adequate measures will be put in place to handle the stream flow for a storm of 10-year design frequency. *(Note: A separate Flood Hazard Permit is required).*
 - A site plan has been provided demonstrating that fill work will not encroach on natural watercourses or constructed channels.

- 6. **On sites within the Tualatin River Drainage Basin, specific stormwater and erosion control standards apply. The Basin includes unincorporated rural areas west of Skyline Boulevard.**
 - The development site is outside of the Tualatin River Drainage Basin (skip to standard #7).
 - The site is within the Tualatin River Drainage Basin and:
 - Measures for controlling erosion and stormwater have been designed to perform as prescribed by the currently adopted edition of the City of Portland Erosion and Sediment Control and Stormwater Management Manuals; and
 - The stormwater system has been designed to manage runoff onsite to the maximum extent possible; and
 - Land-disturbing activities are at least a 100-foot from the top of the bank of a stream or ordinary high watermark (line of vegetation) of a water body, or a mitigation plan consistent with OAR 340 is enclosed for alterations within the buffer area.

(Note: For the mitigation plan, the County utilizes vegetated corridor provisions contained in Clean Water Services Design and Construction Standards manual. A copy of the manual is available on their website at <http://www.cleanwaterservices.org>. On slopes less than 25 percent, land disturbing activities can be approved to within 50 feet of a water body provided at least 80 percent of the intervening area is planted with native trees, shrubs, and groundcover that will achieve at least 50% canopy coverage at maturity. Mitigation must occur at a minimum 1:1 ratio to disturbed areas. If your site does not fall within these parameters, other options may exist which you can discuss with our staff.)

- 7. **Stripping of vegetation, grading, or other soil disturbance shall be done in a manner which will minimize soil erosion, stabilize the soil as quickly as practicable, and expose the smallest practical area at any one time during construction. Please explain how the proposed development meets this standard.**

- 8. **Development Plans shall minimize cut or fill operations and ensure conformity with topography so as to create the least erosion potential and adequately accommodate the volume and velocity of surface runoff. Please explain how the proposed development meets this standard.**

- 9. **Temporary vegetation and/or mulching shall be used to protect exposed critical areas during development.** *(Note: Critical areas are typically soils that if exposed are likely to erode into drainageways or onto roads or nearby properties.)*

The attached erosion control plan includes the use of temporary vegetation and/or mulch to protect exposed soils.

There will be no exposed critical areas. Please explain _____

10. Whenever feasible, natural vegetation shall be retained, protected, and supplemented. Please explain how the proposed development meets this standard.

Also, check one of the following:

The site plan provided shows that a 100-foot undisturbed buffer of natural vegetation will be retained from the top of the bank of a stream, or from the ordinary high watermark (line of vegetation) of a water body, or wetland; or

Development will encroach within the 100 foot buffer. A mitigation plan is enclosed utilizing erosion control and stormwater measures prescribed by the currently adopted edition of the City of Portland Erosion and Sediment Control and Stormwater Management Manuals. The plan further meets surface water quality equivalent to those established for the Tualatin River Drainage Basin in OAR 340. (Note: See note under item #6 regarding mitigation plan requirements).

11. Permanent plantings and any required structural erosion control and drainage measures will be installed as soon as practical. Please explain how the proposed development meets this standard.

12. Provisions shall be made to effectively accommodate increased runoff caused by altered soil and surface conditions during and after development. The rate of surface water runoff shall be structurally retarded where necessary. Please explain how the proposed development meets this standard.

13. Sediment in the runoff water shall be trapped by use of debris basins, silt traps, or other measures until the disturbed area is stabilized.

The site plan provided includes debris basins, silt traps, or other measures (specify: _____) which will be installed and maintained until the disturbed areas are stabilized.

The development will not generate sediment laden run-off to warrant the installation of these measures. Please explain: _____

14. Provisions shall be made to prevent surface water from damaging the cut face of excavations or the sloping surface of fills by installation of temporary or permanent drainage across or above such areas, or by other suitable stabilization measures such as mulching or seeding. Please explain how the proposed development meets this standard.

15. All drainage provisions shall be designed to adequately carry existing and potential surface runoff to suitable drainageways such as storm drains, natural watercourses, drainage swales, or an approved drywell system.

- Drainage improvements shown on the site plan have been designed to carry existing and potential surface runoff to the following drainageway: _____
- No drainage improvements are associated with the development.

16. Drainage swales used to divert surface water shall be vegetated or protected to minimize erosion.

- Drainage swales are being used and will be protected to minimize potential erosion. Method of protection: _____
- No drainage swales will be installed.

17. Erosion and sediment control devices shall be employed where necessary to prevent polluting discharges from occurring. These may include, but are not limited to:

- Energy absorbing devices to reduce runoff water velocity;
- Sedimentation controls such as sediment or debris basins. Any trapped materials shall be removed to an approved disposal site on an approved schedule;
- Dispersal of water runoff from developed areas over large undisturbed areas.

- Erosion control devices of this type are being employed to prevent pollution discharges as shown on the site plan.
- No devices are needed to prevent pollution discharges from occurring. Please explain: _____

18. Disposed spoil material or stock-piled topsoil shall be prevented from eroding into streams or drainageways by applying mulch or other protective covering; or by location at a sufficient distance from streams or drainageways; or by other sediment reduction measures.

- As noted on the plan, stockpiled spoils or topsoil will be covered and are located such that they will not erode into nearby streams or drainages.
- Spoil material or topsoil will be removed as it is excavated and will not be stored on-site.

19. Such non-erosion pollution associated with construction such as pesticides, fertilizers, petrochemicals, solid wastes, construction chemicals, or wastewaters shall be prevented from leaving the construction site through proper handling, disposal, continuous site monitoring and clean-up activities. Please explain how the proposed development will meet this standard.

20. On sites within the Balch Creek Drainage Basin, land disturbing activities are limited to the period between May first and October first of any year. All permanent vegetation or a winter cover crop shall be seeded or planted by October first of the same year the development was begun; all soil not covered by buildings or other impervious surfaces must be completely vegetated by December first of the same year the development was begun. The following is a map depicting the boundaries of the Balch Creek Drainage basin.

- The property resides within the Balch Creek Drainage basin. This application has been tailored with the understanding that land disturbing work will be limited to the period between May 1st and October 1st and that cover crops must be established within this timeframe.
- The property is not located within the Balch Creek Drainage Basin.

