

**Planning Division**  
Single-family or Middle Housing Structure  
(New Construction)



29799 SW Town Center Loop East  
Wilsonville, OR 97070  
Phone: 503.682.4960  
Web: [www.wilsonvilleoregon.gov](http://www.wilsonvilleoregon.gov)



Planning Division Approval Stamp

Building Permit #: \_\_\_\_\_

The applicant must ensure information on this form and any supplemental worksheets accurately and fully reflect what is shown on related plans and drawings. In the case of any discrepancy, information on this form and supplemental worksheets shall take precedent over any submitted plans or drawings and the applicant will bare all costs to update any plans and drawings or make construction changes to be consistent with applicable standards. Discovery of inconsistency between the information on this form or supplemental worksheets and submitted plans and drawings during review will result in denial of permit or pause of review and return of the application to the applicant for correction and resubmittal, including payment of additional review fees.

Applicant's signature acknowledging understanding of above (required): \_\_\_\_\_

**General:**

Builder: \_\_\_\_\_

Lot Address(es): \_\_\_\_\_

Lot Number(s): \_\_\_\_\_ Subdivision: \_\_\_\_\_

Zoning: \_\_\_\_\_ Area of Lot(s) \_\_\_\_\_

Staff Use: Section Complete  Section Incomplete  Information in Section not approvable  Notes: \_\_\_\_\_

**Type of Housing Unit(s) in Proposed Residential Structure: See definitions in WC 4.001**

Detached Single-Family Unit  Townhouse Units  Accessory Dwelling Unit  Duplex Units

Triplex Unit  Quadplex Units  2-Unit Cluster Unit  3-Unit Cluster Unit

4-Unit Cluster Unit  Cottage Cluster Unit

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**Additional Supplemental Worksheets Required: (Must Attach, Check All That Apply)**

Zone Specific Worksheets: Residential Neighborhood (RN) Zone (Frog Pond)

Old Town Residential (OTR) Zone  Village (V) Zone (Villebois)

Unit Type Specific Worksheets: Townhouse  Accessory Dwelling Unit (ADU)  Triplex/Quadplex

Cottage Cluster Unit  2/3/4-Unit Cluster Unit

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**Setbacks:**

Front Required: \_\_\_\_\_ Proposed: \_\_\_\_\_ Garage Required: \_\_\_\_\_ Proposed: \_\_\_\_\_

Rear Required: \_\_\_\_\_ Proposed: \_\_\_\_\_ Side, Corner Lot Required: \_\_\_\_\_ Proposed: \_\_\_\_\_

Side Required: \_\_\_\_\_ Proposed: \_\_\_\_\_ Other: \_\_\_\_\_ Required: \_\_\_\_\_ Proposed: \_\_\_\_\_

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**Lot Coverage:**

Maximum Allowed: \_\_\_\_\_ Proposed: \_\_\_\_\_

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**Street Trees:**

Tree Variety: \_\_\_\_\_ No. of Trees: \_\_\_\_\_

Minimum Caliper Size: \_\_\_\_\_ Spacing: \_\_\_\_\_

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**Middle Housing Land Divisions:**

Is there a concurrent middle housing land division request? Yes  No

**Architectural Design Standards:**

**Public Facing Facades:**

Identify public-facing facades (defined as a building façade that faces a public or private street, public open space, or public pedestrian connections (includes parks and open spaces with public pedestrian access) without an intervening building that blocks its view from the public area it faces.)

Front Public Facing  Right Side Public Facing  Left Side Public Facing  Rear Public Facing

Other Façade Public Facing  Explain Other: \_\_\_\_\_

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**Façade Variety: See WC 4.113 (.14) C.1. for full list of standards**

Skip this Section for applications in the Village (V) Zone or Residential Neighborhood (RN) Zone as this requirement will be covered on the Zone-specific worksheet.

Step 1: Identify compliance option for meeting façade variety requirement for each public facing façade (see specific explanation and definition of each option in WC 4.113 (.14) C.1.d.). Write in the name of the façade (front, right side, rear, etc.) in each blank.

\_\_\_\_\_ Façade

Architectural Projection Variation  Different Finish Materials  Primary Paint Color Variation

\_\_\_\_\_ Façade

Architectural Projection Variation  Different Finish Materials  Primary Paint Color Variation

(Attach additional sheet if more than two public-facing facades)

Step 2: For each public facing façade, provide evidence the compliance option chosen is met including detailed numerical information related to the standard about both the subject façade and facades of structures directly adjacent and directly across the street. Attach supporting information as necessary providing reference here. Write in the name of the façade (front, right side, rear, etc.) in the blank preceding the word "Façade". Definition of directly adjacent and directly across the street is provided in WC 4.113 (.14) C.1.b. and c.

\_\_\_\_\_ Façade \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Façade \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Attach additional sheet if more than two public-facing facades or if additional space for explanation is needed)

Step 3: Confirm at least two residential structures are between any facades that repeat on the same block (attach plot plan or similar showing variety).

Do any public-facing facades repeat on the same block (built or planned)? Yes  No

If yes, how many residential structures without the same façade are between the repeating facades? \_\_\_\_

Is a subdivision layout, or similar, provided demonstrating intervening facade compliance? Yes  No

Is a subdivision layout, or similar, provided demonstrating adjacent or opposite facade? Yes  No

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**Architectural Articulation: See WC 4.113 (.14) C. 2. b. for full explanation of standard**

Skip this Section for Townhouses as this requirement will be covered on the Townhouse-specific worksheet.

Step 1: Determine minimum number of articulation elements required for each public-facing facade. The minimum number of design elements is determined by dividing the facade length by 30 and rounding up to the nearest whole number. Write in the name of the facade (front, right side, rear, etc.) in the blank preceding the word "Facade".

\_\_\_\_\_ Façade: Length of Façade: \_\_\_\_\_ feet; Minimum Number of Articulation Elements: \_\_\_\_\_

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(Attach additional sheet if more than two public-facing facades)

Step 2: Determine whether to use larger elements spanning multiple units in a single-structure to reduce required number of elements (see WC 4.113 (.14) C. 2. c.)

Using larger element(s) spanning multiple units on any facades? Yes  No  NA(single unit)

If yes, does larger element span at least 50% of the facade of two adjacent units? Yes  No

If yes, the element can count as 2 elements. How many larger elements qualify as 2 elements and on which facade? \_\_\_\_\_.

Step 3: Determine number of **different** articulation elements required for each public-facing facade. Where 2-4 elements are required at least 2 different elements must be provided. Where 4 or more elements are required at least 3 different elements must be provided. As defined in WC 4.113 (.14) C. 2. d. a different elements is defined as either: a different type of element as listed in WC 4.113 (.14) C. 2. b. or the same type of element but at least 50% larger; or for varying rooflines, vertically offset by at least 3 feet.

\_\_\_\_\_ Façade: Required Number of Different Elements: \_\_\_\_\_

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(Attach additional sheet if more than two public-facing facades)

Step 4: Indicate articulation elements for each public facing facade. The elements must be called out and labeled on facade elevation drawings. Write in the name of the facade (front, right side, rear, etc.) in the blank preceding the word "Facade".

\_\_\_\_\_ Façade: Elements Used (indicate number of each), if using same element to meet the element variety requirement in Step 3 use the space at end to indicate how it meets the differentiation requirement.

Varying rooflines \_\_\_ Offsets of at least 12 inches \_\_\_ Balconies \_\_\_

Projections (at least 12 inches and 3 feet wide) \_\_\_

Porches \_\_\_ Entrances recessed at least 24 inches or covered \_\_\_ Dormers at least 3 feet wide \_\_\_

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\_\_\_\_\_  
(Attach additional sheet if more than two public-facing facades)

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**Consistent Architectural Style: See WC 4.113 (.14) C. 2. a. for complete standards**

Are the same primary and supporting façade materials used throughout the structure? Yes  No

Primary material(s) used: \_\_\_\_\_ Supporting material(s) used: \_\_\_\_\_

Are two or less roof pitch angles used on the building? Yes  No

Number of roof pitch angles: \_\_\_ Angle of each roof pitch: \_\_\_\_\_

Is the same door sized use for each primary entrance in the structure? Yes  No

Number of primary entrances: \_\_\_ Size of each primary entrance: \_\_\_\_\_

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**Parking:**

**General Parking Requirements:**

Number of Required Parking Spaces (1 per non-ADU unit): \_\_\_

Number of on-site spaces provided meeting minimum size requirements (9 feet by 18 feet): \_\_\_

Are the required parking spaces clearly labeled on site plan and dimensions are clear? Yes  No

Are any required parking spaces in a garage? Yes  No

The required dimensions of each parking space does not include any public sidewalks or pedestrian easements: Yes  No

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**Garage Parking Requirements:** If all of the required parking is outside garages skip this section.

Is a scale drawing of the garage floor plan with dimensions of parking spaces submitted? Yes  No

Number of anticipated containers provided by franchise hauler (solid waste, recycling, yard debris)? \_\_\_\_

Scale drawing showing dedicated space of 9 square feet per container? Yes  No

Is a deed restriction or equivalent restriction in CC&R's provided requiring all required garage spaces to stay clear for parking except for identified restrictions such as 30 days before and after a change of tenant (attach documentation)? Yes  No

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Other Requirements/Comments:

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