



City of Woodburn
 Community Development Department
 270 Montgomery Street
 Woodburn, OR 97071
 Phone: 503-982-5246
 Email: planning@ci.woodburn.or.us

OFFICE USE ONLY
 File Number(s):

 PRE 24-04

#971-24-000031-PLNG

Pre-Application Meeting Request Form

Visit the City of Woodburn [Planning webpage](#) for the most current forms and applications.

Project			
Name:	Woodburn Arthur Academy		
Address(es):	575 Gatch Street, Woodburn, OR 97071 591 Gatch		
Tax Lot #(s):	051W18AA05700		
Requestor			
Name:	Jill Domine	Title:	Business Director
Phone:	503-762-6061	Firm:	Arthur Academy
Mailing Address:	13809 SE Division, Portland, OR 97236		
Email:	jdomine@arthuracademy.org		
Requestor's Representative/Project Manager			
Name:		Title:	
Phone:		Firm:	
Mailing Address:			
Email:			

Purpose:

Pre-application meetings cover the general requirements applicable to a project and help discover potential issues. You may request to meet with a Planner to discuss the land use aspects of the project, or you may request feedback from Planning, Building, Public Works and the Woodburn Fire District in a joint meeting.

Fee: see the [planning fee schedule](#) online

Scheduling:

Pre-Application meeting slots are every generally Tuesdays, Wednesdays, or Thursdays starting between 10:00 and 11:00 a.m. for up to 1 hour. Staff requires two weeks advance notice after submittal and fee payment to schedule the meeting. Staff will e-mail the requestor with the meeting date and time as a calendar invitation upon staff scheduling a date.

Continued on next page.

Required Materials:

- Electronic versions of all application materials, which can be sent via zip folder in email or saved on a flash drive.
- Completed request form (1 copy)
- Narrative letter describing the proposal (one printed copy and one digital copy). Include any specific questions to staff or issues of concern.
- Draft site plans (3 printed copies, which may be any of letter [8½ x 11 inches], ledger [11 x 17], or plan size [24 x 26]) which could include:
 - Site: Preliminary site plan showing existing and proposed development and improvements relative to property lines. Illustrate natural features such as wetlands and floodplains, dimensions of building setbacks to property lines, and existing and proposed easements.
 - Utilities: Existing or proposed potable water, sanitary sewer, storm water sewer, fire hydrant locations, or streetlights. [WDO 3.02](#) addresses utilities.
 - Landscaping: Existing and proposed landscaping (trees, shrubs, groundcover, grass, etc.)
 - Architecture: Architectural drawings such as facades/elevations, isometric or perspective views, or color renderings.

Prior to deeming an application complete, the Director may request additional information.

Requestor's Signature
<i>Jill Domine</i>
Print Name
Jill Domine
Date
4/4/24



To: City of Woodburn

4/3/24

Proposal for 575 Gatch Street, Woodburn, OR

Add 20' wide x 30' long Modular Building to site.

Site is land leased from Mid-Valley Church.

Site has three existing Modular Buildings.

New building will be used for two small classrooms.

Utilities:

- Electrical: Tie in to existing system
- Stormwater: Tie in to existing system
- Fire Hydrant: Existing
- Streetlights: Existing
- Landscaping: Existing
- Gas: N/A
- Water: N/A

Project Manager: Jill Domine 971-219-0275

On-Site Contact: Lucia Sorria 503-981-5746

Arthur Academy - Proposed Modular Building – 575 Gatch Street, Woodburn, OR 97071

PROPERTY LINE
(Mid-Valley Church)

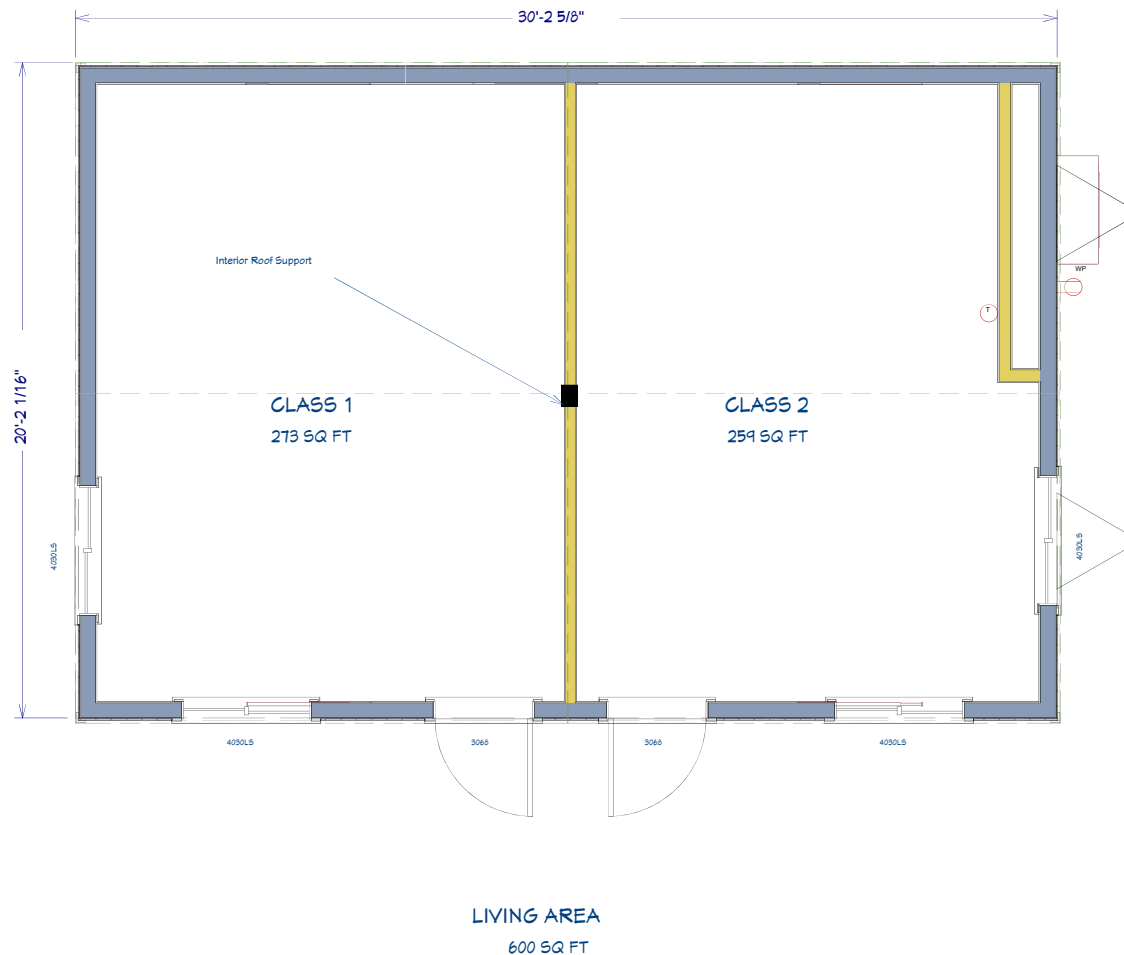
PROPOSED BUILDING
20 X 30

PROPOSED RAMP

PROPOSED FENCE



This drawing is the property of Pacific Mobile Structures, Inc. and may not be duplicated without approval. Actual features may vary due to available inventory.



FEATURES

- Outrigger Chassis w/hitch
 - Carpet tile w/4" vinyl base
 - Vinyl wrapped interior wall covering
 - 8' suspended ceiling
 - 2x4 troffer lights
 - Endwall HVAC w/ducted supply Plenum wall ducted return
 - Pitched Comp shingle roofing
 - LP SmartPanel siding

 - 4030 Horizontal sliding windows
 - 3068 Painted steel exterior doors w/closer, with panic hardware and 1/2 lites
- Exterior Mounted Panel



Date: 4/2/2024
 Customer: Pacific Mobile
 Location: Woodburn, Oregon
 Project: Woodburn Classroom

Size: 20x30
 Description: Double Classroom
 Mobile
 Insignias: Oregon

DESIGN LOADS:
 Floor: 40
 Wind: 120/B
 Roof: 25

**Install insignias on exterior of building as shown on A-3
 MBI Seals - One per Module**

FOUNDATION	
	Block and level - Provided and installed on site tie e down straps provided and installed
Size:	(2) 9'-8" x 30'-0"
Type:	Blazer built frame (no outriggers - Full width front and rear crossmembers)
Main Rail:	W8x10
Axles:	3-Brake with 8:00x14.5 - 14 ply tires
Hitch:	Detachable
FLOOR SYSTEM	
Joists:	2x8 @ 16" oc
Rims:	Single LVL 7-1/8"
Bottom Board:	Class "A" woven polyethylene fabric
Insulation:	R30 - Use two layers of R15 unfaced fiberglass batt
Decking (1st):	23/32" (3/4") APA rated Sturd-I-Floor T&G – Glued and Nailed - PointSIX (turquoise edge)
Decking (2nd):	None
WALL FRAMING	
Framing (Exterior):	2x6 @ 16" oc - Height = 102-1/2"
Framing (Interior):	2x4 @ 16" oc
	NOTE: Crosswall built full height to bottom of rafters
Plenum Wall:	(1) Standard for sound reduction - Insulate stud wall - Shaft to be lined with 5/8" sheetrock
Columns/Posts:	Wood end columns with steel posts built into crosswall
ROOF STRUCTURE	
Style:	Gable - Roof pitch = 3/12
Framing:	2x10 Rafters @ 24" oc
Bottom cover:	Air Barrier material meeting ASTM E-2178 and ASTM E-84 - Class A
Ridgebeam:	Single LVL 1-1/2" x 24"
Rims:	Single LVL 1-1/2" x 5-1/2"
Insulation:	R38 Cellulose blow in
Sheathing:	7/16" OSB
Roof Overhang:	None
Venting:	Eave and Ridge



EXTERIOR WALL FINISH

Insulation (Exterior):	R21 unfaced fiberglass batt
Moisture protection:	Wrap lower 12" of building with Moistop - Wrap building with Tyvek building wrap
Siding:	76 Series LP SmartSide Panel T1-11 with grooves 8" oc - 4x10
Trims: Corners:	1x4 Finger Jointed Cedar - 2" x 2" galvanized flashing installed over siding and under corners
Mod line:	1x4 Finger Jointed Cedar - Ship loose to be installed on site by others
Fascia:	1x6 Finger Jointed Cedar - Furred out 1-1/2" on all four sides
Door:	1x4 Finger Jointed Cedar
Window:	1x4 Finger Jointed Cedar
Z flashings:	1/2" at bottom of siding and at gable end siding break - 2" back leg and 3/4" front leg
Skirting:	Ship loose (9) 4' x 9' pieces of 7/16" LP SmartSide Panel T1-11 with grooves 8" oc with (4) corners and (4) 16" x 8" Aluminum vents
Type of paint:	Miller "Evolution" exterior (satin)

ROOFING

Roofing paper:	15 lb. felt - Two layers applied shingle style
Cover:	Owens Corning Tru Definition "Duration" Architectural shingle - High Wind Application
NOTE:	Mop tar under shingles for 2'-0" from each eave toward ridge
Ridgevent:	Aluminum (Bronze Finish) - Ship loose for site installation by others
Drainage:	Gutters and downspouts - Provided and installed on site by others

DOORS

EXT/INT	QTY	SIZE	DOOR TYPE	JAMB	HINGES	DOOR FINISH	LOCK	CLOSER	PANIC	
			LITE					OPEN DEG		
1	EXT	2	3'x6'8"	HM/GALV 24"x32"	WELDED	SS-BBH NRP	PAINT TEXTURED	SCHLAGE CYLINDER	LCN 1461 90 degree	VON DUPRIN 22EO / 230NL

DOOR TYPE: HM = 18 ga. Insulated Steel door
GALV = Galvanized

JAMB: WELDED = 16 ga. Welded Steel Jamb - Weather-stripping, ADA Threshold and Sweep

HARDWARE: ALL DOOR HARDWARE TO HAVE SATIN CHROME / ALUMINUM TYPE FINISH
Key exterior doors alike - Provide 2 keys per lock
Door Closer Open Degree - 90

WINDOWS

EXT/INT	QTY	SIZE W x H	BRAND	TYPE	GLAZING	FINISH			
1	EXT	4	4'x3'	MILGARD STYLE LINE	HORIZONTAL SLIDER	DUAL LOW E	WHITE VINYL	ARGON GAS	

NOTE: GALVANIZED FLASHING INSTALLED UNDER SIDING AND OVER TOP FLANGE OF WINDOWS UNDER TRIM



FLOOR COVER	
Entire Building:	Provided and installed on site
Base:	Provided and installed on site
WALL COVER	
Insulation (Interior):	Unfaced fiberglass batt insulation at Crosswall to bottom of rafters Unfaced fiberglass batt insulation at plenum walls to ceiling height
Entire Building:	1/2" Vinylwrap Tackboard over 5/8" Type-X sheetrock
NOTE:	Install gypsum full height on exterior walls
CEILING	
Entire Building:	2'x4' T-bar grid and tile - Armstrong "Cortega" #769A
Ceiling Height:	8'-0" AFF
INTERIOR TRIM	
Wall:	Vinyl wrap corners
Window:	Vinyl wrap Oak surrounds and casing
Door (Exterior):	Vinyl wrap Oak surrounds and casing
Modline Joints:	Vinyl wrap batts - Provided by Blazer - Installed on site
HVAC	
Comb Heat/AC:	(1) Bard wall hung Heat Pump - 2 ton 8 kw with Economizer - 11 EER
Filter:	MERV 8
Plenums:	(1) Supply Plenum (1) Return Plenum
Supply Ducting:	Round galvanized overhead and insulated flexduct with flexduct isolation sleeves and flow controls at wyes - R4 insulated flexduct
Return Ducting:	Overhead - R4 insulated flexduct
Diffuser:	24"x24" T-bar with no dampers
Thermostat:	(1) Programmable - Bard #8403-060
Indoor Temp. Sensor:	(1) Remote Indoor Temperature Sensor - Bard #8403-062
Outdoor Temp. Sensor:	Installed in HVAC unit from factory
Return Air:	Thru return air grills in ceiling ducted back to plenum wall
Outside Air:	As required to meet Indoor Ventilation Code for Classrooms



SPECIFICATION SHEET

ELECTRICAL	
Service:	120/240V Single phase
	NOTE: Bond each frame together and to panel with #4 copper
Panel:	(1) 100 amp - Weather Proof - 36" AFF to top of box Square D HOM1224M100PRB
Material:	Metallic Raceway System
	NOTE: All devices and face plates to be White
Receptacles:	(12) Duplex 20 amp - Tamper Resistant Leviton TBR20 (1) 20 amp WP GFCI Leviton GFWR2 w/ Intermatic WP 5000C cover
Switches:	(2) nLight Air Wall Switch -2 Zone - with Dimming Lithonia RPODLA 2P DX
Automatic Controls:	(2) Occupancy sensor - Wall mount Watt Stopper PW-301
Data Box:	(8) 4" square boxes with single gang mud ring - Stub up and down with 3/4" flex conduit - Wire and Devices provided and installed on site by others
Wire For:	(1) 2 ton 8 kw Heat Pump with Economizer - 11 EER (1) Programmable Thermostat (1) Remote Temperature Sensor
Lights:	(8) Troffer 2'x4' NLight AIR Enabled - LED - 6000 Lumen - 48 Watts - 4000k Lithonia 2BLT4 60L ADPT EZ1 LP840 NLTAIR2 RES7 PWS1836
Exterior Light:	(2) 18.5 Watt LED Wall Pack with integral Photo Cell Lithonia OLWPLEDSWW212OPEDBM4
FA Raceway Only:	(1) Exterior Horn/Strobe - (2) Pull Station - (2) Interior Horn/Strobe - 4" square boxes (painted red) with single gang mud ring (painted red) - Stub up and down with 3/4" flex conduit
OTHER	
Building Height:	12'-8" - Add transport trailer height to get total shipping height
Close-up:	Standard close-up plastic