



## ARCHITECTURAL REVIEW SINGLE FAMILY (ARSF)

Architectural Review Single Family (ARSF) is a Type I (Clear and Objective) land use review for the construction of new single dwelling residences, as well as substantial exterior changes and additions. The ARSF review process will result in a staff-level decision and does not require public notice. ARSFs are required per Tualatin Development Code (TDC) 33.020 and reviewed for compliance with TDC 73A.020 through TDC 73A.050, Residential Design Standards, and TDC 74 and 75.

### **REQUIRED FOR**

- New single-family dwelling, duplex, triplex, quadplex, and/or townhouse construction;
- An addition or alteration to an existing dwelling listed above when it results in:
- A 35% or more expansion of the structure's existing footprint;
- An increase in building height of 35% or more;
- A 35% or more expansion of the structure's existing wall plane; or
- The creation of a new dwelling unit or units through conversion of an existing residential structure, resulting in a duplex, triplex, or quadplex.

*Note: A separate review is applicable to Accessory Dwelling Units (ADU). See the separate ADU packet for details.*

### **SUBMITTAL REQUIREMENTS**

Details regarding submittal requirements are listed in TDC 32.140 and 33.020(4). Please submit all materials electronically through the following link: <https://permits.ci.tualatin.or.us/eTrakit/>

### **GENERAL:**

- Land Use Application Form
- Clean Water Services (CWS) Service Provider Letter, obtained directly with CWS at: <https://www.cleanwaterservices.org/documents-forms/pre-screen-form/>
- Title Report
- Application Fee

### **PLANS:**

- Site Plan, drawn to scale and showing:
  - Property lines with lot dimensions.
  - Building footprint, roof lines, deck/porch/balcony lines and setback distances.
  - Public and/or private easements.
  - Driveway location.
  - Percentage of impervious surfaces.
  - All trees over 8" in diameter at breast height. Indicate trees to be retained and trees to be removed.
  - North arrow and scale.
- Building elevations for all sides of the dwelling.
  - Include the percentage of window coverage and wall area for each elevation.

