

## MEMORANDUM

**Date:** May 20, 2025  
**To:** Paul Schaefer, Washington County DLUT  
**From:** Jackie Sue Humphreys, Clean Water Services (CWS)  
**Subject:** L2500089-SU/D, Cooper Mountain Pump Station

Please include the following comments when writing your conditions of approval:

**The subject site is currently outside the jurisdictional boundary of Clean Water Services. Site must complete the annexation process in order for public sanitary or storm sewer services to be provided.**

### PRIOR TO ANY WORK ON THE SITE

A Clean Water Services (CWS) Site Development Permit must be obtained. Application for CWS Site Development Permit must be in accordance with the requirements of the Design and Construction Standards, Resolution and Order No. 19-5 as amended by R&O 19-22 (CWS Standards), or prior standards as meeting the implementation policy of R&O 18-28, and is to include:

- a. Compliance with all provisions of CWS Standards.
- b. Detailed grading and erosion control plan. An Erosion Control Permit will be required. Area of Disturbance must be clearly identified on submitted construction plans. If site area and any offsite improvements required for this development exceed one-acre of disturbance; project will require a 1200-CN Erosion Control Permit.
- c. A drainage report including a downstream drainage analysis meeting the requirements of R&O 19-5, Section 2.04.2.m will be required. If downstream storm conveyance does not have the capacity to convey the volume during a 25-year, 24-hour storm event, the applicant is responsible for mitigating the flow as provided in the above named design standards.

- d. Detailed plans showing each lot within the development having direct access by gravity to public storm sewer. The extension of off-site sewer may be necessary to serve the parcels and the street frontage.
- e. Plans showing storm service requirements to each lot. If private lot LIDA systems proposed, it must comply with the current CWS Standards and Washington County Plumbing Standards.
- f. Any offsite sanitary or storm sewer improvements identified as part of this development may require additional offsite street improvements/restorations. All transportation-related infrastructure, (including but not limited to roadway surfaces and base material) influenced by sanitary or storm sewer improvements, shall be restored to original or better condition.
- g. Provisions for water quality in accordance with the requirements of the above named design standards. Water Quality is required for all new development and redevelopment areas per R&O 19-5 Section 4.04. Access shall be provided for maintenance of facility per R&O 19-5, Section 4.07.6.
- h. Show all existing and proposed easements on plans. Any required storm sewer, sanitary sewer, and water quality related easements must be granted to Clean Water Services.
- i. Application may require additional permitting and plan review from CWS Source Control Program. For any questions or additional information, please contact Source Control at (503) 681-5175.
- j. Applicant shall obtain a Sensitive Area Pre-Screening Site Assessment and comply with any conditions of the Service Provider Letter.

#### PRIOR TO SEWER CONNECTION PERMIT ISSUANCE

1. The above noted improvements must be completed to CWS satisfaction.
2. The as-constructed drawings (as-builts), or a bond guaranteeing the as-builts, shall be submitted and accepted by CWS.

**From:** [Jackie Humphreys](#)  
**To:** [Cassandra ODonnell](#)  
**Subject:** [EXTERNAL] RE: L2500089-SU/D Comments  
**Date:** Tuesday, June 17, 2025 16:17:53

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Hello Cassandra,

Sorry this one is not clear at all, and I am happy to revise it.

Annexation is not required for this development activity. It does not require urban services to be provided prior to construction. The conditions provided are typical of a development that needs urban services and would have to annex prior to construction. None of these will apply to this casefile.

Thanks for reaching out and let me know if you would like a modification.

Jackie

**Jackie Sue Humphreys** | Engineering Plan Review  
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**From:** Cassandra ODonnell <Cassandra\_ODonnell@washingtoncountyor.gov>  
**Sent:** Tuesday, June 17, 2025 1:27 PM  
**To:** Jackie Humphreys <HumphreysJ@CleanWaterServices.org>  
**Subject:** L2500089-SU/D Comments

**Caution:** External email

Good morning, Jackie!

I recently took this project over from Paul Schaefer, and he just sent over your comments. I wanted to clarify what you need from this project. Specifically:

As you noted, the site is outside of the current CWS boundary, and they must annex for public sanitary or storm sewer services. Does this mean the site must be annexed as part of this development? If so, when does that annexation need to take place?

If the property is not required to annex, do the rest of your comments still apply? Do they need a CWS Site Development Permit if they are outside the CWS boundary?

For sewer connection permits – since the project is a CWS sanitary sewer pump station, would a

connection permit still be required?

Thank you,

**Cassandra O'Donnell, AICP** · she/her

ASSOCIATE PLANNER

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In Office: Monday-Wednesday · Remote: Thursday-Friday

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