August 6, 2010

GROUP

City of West Linn Attention: Zach Pelz 22500 SW Salamo Road West Linn, OR 97068

<u>CKEN</u>

CELEBRATING

Re: Willamette 205 Corporate Park Phase II Extension Request (MISC 10-14) Completeness Response Project Number 2060016.10

Dear Zach:

The purpose of this letter is to respond to the incompleteness determination dated July 7, 2010. The following will provide itemized responses to each of the points listed in your letter.

Chapter 46: Off-street Parking, Loading and Reservoir Areas

46.050.A: Owners of two or more uses, structures, or parcels of land may agree to utilize jointly the same parking and loading spaces when the hours of operation of the proposed uses do not overlap, and a finding can be made that parking can be accommodated for all uses provided that satisfactory legal evidence is presented to the City in the form of deeds, leases and/or contracts to establish the joint use. The applicant shall agree to pay all reasonable legal costs incurred by the City for review.

Response: The approved development is for a single use: office, within three buildings and a parking structure. No specific users allowed under the office category have been identified at this time to determine whether hours of operation will overlap. Nonetheless, the approved development includes parking for the three buildings, located on two separate lots in the amounts required by city code for office uses as allowed in the OBC zone. The approved development has been designed to encourage shared parking between the three buildings within the parking structure. As the development is approved over two separate parcels, cross-over maintenance, access, utility, and parking easements will be provided for utilization of the proposed parking areas for future users. An additional condition of approval requiring satisfactory legal evidence (interpreted to include copies of recorded documents describing terms of joint access) to be provided prior to building occupancy is acceptable, if necessary, to ensure compliance with this standard. This standard is met.

46.070.B.1,3,5: Off street parking spaces for uses not listed in "A" above shall be located not farther than 200 feet from an entryway to the building or use they are required to serve, measured in a straight line from the building with the following exceptions:

Response: The approved development includes three buildings intended for office uses. A summary of the required parking for each building follows:

Building	Gross Floor Area	Required Parking
Building A	113,595 SF	326
Building B	87,988 SF	252
Building C	87,988 SF	252
Total	289,571 SF	830

RiverEast Center | PO Box 14310 | Portland, OR 97293 1515 SE Water Ave, Suite 100 | Portland, OR 97214 **Tei:** 503.224.9560 **Web:** www.grpmack.com Fax: 503.228.1285

Group Mackenzie, Incorporated

Architecture

Interiors Structural Engineering Civil Engineering Land Use Planning Transportation Planning Landscape Architecture

Locations: Portland, Oregon Seattle, Washington Vancouver, Washington

A parking structure will be constructed with Phase 2 of the project, and will accommodate a majority of the required parking spaces (757) for the project within 200 feet from the main entrance. Portions of the required spaces within the parking structure are farther than 200 feet from the main entrance of the buildings; therefore, the following exceptions are addressed to allow shared use of the parking within the structure.

1. Shared parking areas for commercial uses which require more than 40 parking spaces may provide for the spaces in excess of the required 40 spaces up to a distance of 300 feet from the entryway to the commercial building or use.

Response: The approved development use for the subject site was professional and administrative services, permitted outright in the OBC zone. This use type is under the Commercial uses as defined in CDC 03.030. All required parking spaces within the parking structure for the three buildings are within 300 feet of the main entrance to each building. This standard is met.

3. Employee parking areas for car pools and van pools shall be located closer to the entryway to the building than general employee parking.

Response: No car pools/vanpool parking areas are proposed with this application. This standard does not apply.

5. All disabled parking shall be placed closest to building entrances than all other parking. Appropriate ADA curb cuts and ramps to go from the parking lot to the ADA accessible entrance shall be provided unless exempted by ADA code.

Response: The proposed 289,935 SF of building requires a minimum of 830 spaces. As such, 2% of the required minimum (or 17 spaces) is required to be accessible. As is shown on the attached site plan, 17 spaces have been provided for the three buildings. All accessible spaces have been provided as close to the building entrances as possible, while meeting maximum slope requirements by ADA code. This standard is met.

Chapter 52 Signs

52.104.A.2: An application for a sign permit shall be made on a form prescribed by the Planning Director and shall be filed with the Planning and Development Department. The application shall include three copies of a sketch drawn to scale indicating the following:

c. A drawing approximately to scale showing design of the sign including dimensions, height, sign area, materials, method of attachment, source of illumination, and showing the relationship to any building or structure to which it is or is proposed to be installed or affixed or to which it relates. For purposes of this section, "design" does not include text or copy, but an applicant may provide information concerning color, size and style of lettering.

Response: A monument sign was approved with the prior application. A detail of the sign is shown on sheet C2.2. The sign will be located within the lower tier of the retaining walls and attached to the face of the wall near the intersection of Tannler and Blankenship. The sign will be illuminated by lighting placed on the lower side of the wall in the abutting landscape area. This standard is met.

Chapter 55: Design Review

55.070.E: Applicant shall submit samples of all exterior building materials and colors in the case of new buildings and building remodeling.

Response: A materials board was submitted with the initial application; however, it was unable to be located in the city files. Therefore, another materials board has been provided with this response. This standard is met.

55.100.I: An application may only be approved if adequate public facilities will be available to provide service to the property prior to occupancy.

55.100.I.1... Based upon the City Manager or Manager's designee determination, the applicant shall construct or cause to be constructed, or contribute a proportionate share of the costs, for all necessary off-site improvements identified be [sic] the transportation analysis commissioned to address CDC 55.125 that are required to mitigate impacts from the proposed development. Proportionate share of the costs shall be determined by the City Manager or Manager's designee who shall assume that the proposed development provides improvements in rough proportion to identified impacts of the development.

Response: The traffic analysis prepared for the original application identified extensive onand off-site improvements required to provide adequate transportation facilities at occupancy of the two project phases. These improvements are included in the conditions of approval (see #9). In addition, the project will pay Transportation System Development Changes in excess of the off-site improvement costs. No proportionate share costs were identified nor required. This standard is met.

Chapter 96: Street Improvement Construction

96.010. A.1. Building permits shall not be issued for the construction of any new building or structure, or for the remodeling of any existing building or structure, which results in an increase in size or includes a change in use including building permits for single-family dwellings, but excepting building permits for alteration or addition to an existing single-family dwelling, unless the applicant for said building permit agrees to construct street improvements as required by the land use decision authorizing the construction activity. The placement of new curbs and the drainage facilities required shall be determined by the City Manager or the Manager's designee. (ORD. 1544)

Response: The traffic analysis approved with the original application identified extensive on- and off-site street improvements. The prior decision includes conditions of approval that require the completion of these improvements, by project phase, prior to occupancy. By meeting the conditions of the prior approval, this standard is met.

96.010.A.2 If the building permit did not require a prior land use decision, the applicant shall construct street improvements which shall include curbs, sidewalks, drainage facilities, and pavement widening to meet new curbs, along all city streets which abut the property described in the building permits. (ORD. 1544)

Response: The approved development required a land use decision. This standard does not apply.

96.010.A.3. An applicant for a building permit may apply for a waiver of street improvements and the option to make a payment in lieu of construction. The option is available if the City Manager or the Manager's designee determines the Transportation System Plan does not include the street improvement for which the waiver is requested. (ORD. 1547)

Response: This application does not request a waiver of street improvements. This standard does not apply.

96.010.A.4. When an applicant applies for and is granted a waiver of street improvements under CDC $\underline{96.010}$ (A)(3), the applicant shall pay an in-lieu fee for improvements to be applied to the nearest street identified by the Manager or the Manager's designee, as necessary and appropriate. The amount of the in-lieu fee shall be roughly proportional to the impact of the development on the street system. (ORD. 1544)

Response: This application does not request a waiver of street improvements. This standard does not apply.

96.010.A.5 The City's determination of the appropriate in-lieu fee shall constitute an interpretation of the code, as authorized by CDC <u>99.060</u>(A)(3), and may be appealed subject to the provisions of CDC Chapter <u>99</u>. (ORD. 1442) (ORD. 1544)

Response: This application does not request a waiver of street improvements or in-lieu fee. This standard does not apply.

Chapter 99: Procedures for Quasi-judicial Decision Making 99.038.5.d

- 5. An application shall not be accepted as complete unless and until the applicant demonstrates compliance with this section by including with the application:
- d. A copy of the minutes of the meetings, produced by the neighborhood association, which shall include a record of any verbal comments received, and copies of any written comments from property owners, residents, and neighborhood association members. If there are no minutes, the applicant may provide a summary of the meeting comments. The applicant shall also send a copy of the summary to the Chair of the neighborhood association. The Chair shall be allowed to supplement the summary with any additional comments regarding the content of the meeting, as long as such comments are filed before the record is closed.

Response: A copy of the official meeting minutes has been requested from the neighborhood associations. We have attached the official minutes from the Willamette Neighborhood Association, and will provide a copy of the Savanna Oaks' minutes, if available. A summary of both meetings has already been submitted. This standard is met.

City Engineering

Traffic Analysis

The applicant's original traffic analysis does not account for impacts resulting from the proposed median island on Tannler Drive. A traffic impact analysis including recommendations for mitigation is required to examine the impact of the proposed refuge island on Tannler Drive. As proposed, this island will limit turns onto Tannler Drive from the Tannler East property to right-only (northbound only).

All traffic analyses and reports shall be reviewed and approved, at the applicant's expense, by DKS Associates.

Response: At the time of the original traffic analysis, the Tannler East project had proposed two driveways on Tannler, with one to the north and one to the south of the proposed site driveway. The Tannler East project did not receive approval, and a subsequent division of the parcel has occurred, resulting in areas for park and a smaller remaining developable area. The division limits access on Tannler to a single location approximately 125 feet south of the project driveway (measured between centerlines). This location has not changed from the prior Tannler East plan. We have reviewed the driveway and median locations, and propose the arrangement presented in the attached figure, which will allow left turns out of the east driveway, but not allow left turns into the driveway from Tannler.

The Tannler East traffic analysis prepared by Lancaster Engineering only anticipated a total of 13 AM peak hour and 8 PM peak hour left turns from Tannler, as compared to 116 and 98 right turns, respectively. With the smaller land area now available for development, these left-turn volumes would be reduced. These vehicles would need to access the site from Salamo Road instead. This left-turn limitation has the benefit of discouraging cut-through traffic in the neighborhood to the north. In addition, the driveway spacing offset does not allow for back-to-back left-turn storage and transition, and we do not recommend allowing left turns to be made from the through lane on the steep slope.

The site driveway cannot be relocated due to grades on the site. Further, locating the site driveway opposite the Tannler East driveway location would require a redesign of the site layout and parking garage, as the internal drive intersection would be located too close to Tannler.

Street Improvements

The planned right-of-way width for Tannler Drive is 72-feet. Please increase the amount of property dedication adjacent Tannler Drive from 5-feet to 6-feet.

Response: The plans have been revised to accommodate the increase in right-of-way for Tannler Drive. This requirement is met.

The current plans show 15-feet of pavement width; please provide 17-feet of pavement width to conform to City standards.

Response: The plans have been revised to accommodate the increase in pavement width for Tannler Drive. This requirement is met.

This portion of Tannler Drive is within the OBC zone, which requires 8-foot wide sidewalks per local commercial access standards. Please revise plans to show 8-rather than 6-foot sidewalks along Tannler Drive.

Response: The plans have been revised to accommodate the increase in sidewalk width along Tannler Drive. This requirement is met.

Water

This project is situated between two water pressure zones: the Bland Pressure Zone; and, the Willamette Pressure Zone. The City's current Water Master Plan indicates that both pressure zones have deficient capacity under emergency conditions. The applicant shall be responsible for paying Murray Smith and Associates to analyze the impact on the City's water system from this proposed development and confirm that this proposal will not diminish the performance of the City's water system.

Response: A request was made on June 29, 2010 with multiple follow ups to Murray Smith and Associates to analyze the potential impact on the city's water system. Per recent discussions, this analysis has been sent to the city, indicating no impact from the proposed development to the fire flow availability. This requirement is met.

The items below are not necessary to make this application complete.

Section 2.030 Specific word and terms

Chapter 21: Office Business Center

Response: Per your letter dated July 16, 2010, this item is not an issue and does not require a response.

Chapter 55: Design Review

55.125 Transportation Analysis: Certain development proposals require that a Traffic Impact Analysis (TIA) be provided which may result in modifications to the site plan or conditions of approval to address or minimize any adverse impacts created by the proposal. The purpose, applicability and standards of this analysis are found in CDC Section 85.170.B.2.

Response: The only change required based on the updated review of access on Tannler is the extent of the proposed medians. These medians will prohibit left turns from the site driveway onto Tannler, and the changes are reflected in the attached figure. This change will allow left-turn movements out of the future driveway on the east side of Tannler, but prohibit left turns in from Tannler. No changes to the prior conditions of approval are necessary for this design alteration. This standard is met.

55.100.B.5: There shall be adequate distance between on site buildings and on site and off site buildings on adjoining properties to provide for adequate light and air circulation and for fire protection.

- 1. It appears that [fire] access to the rear of the buildings is inadequate and access is not viewable;
- 2. please include plan sheet detail with turning radii for fire apparatus;
- 3. provide fire flow work sheet for all buildings and show hydrant placement.

Response: Fire access for the site has been demonstrated on sheet C2.2. Proposed hydrant locations have been provided as shown on sheet C4.0. Fire flow worksheets have been provided for all buildings and are attached. Additional water supply information has been provided by Murray Smith that indicates the proposed development will not have an impact on the fire flow availability. This standard is met.

With this re-submittal, the applicant has provided all of the missing information identified by the city in its July 7, 2010 determination of incompleteness as provided for in ORS 227.178(4)(a). We look forward to continuing to work with you to achieve approval of this extension request. Please call me with any questions.

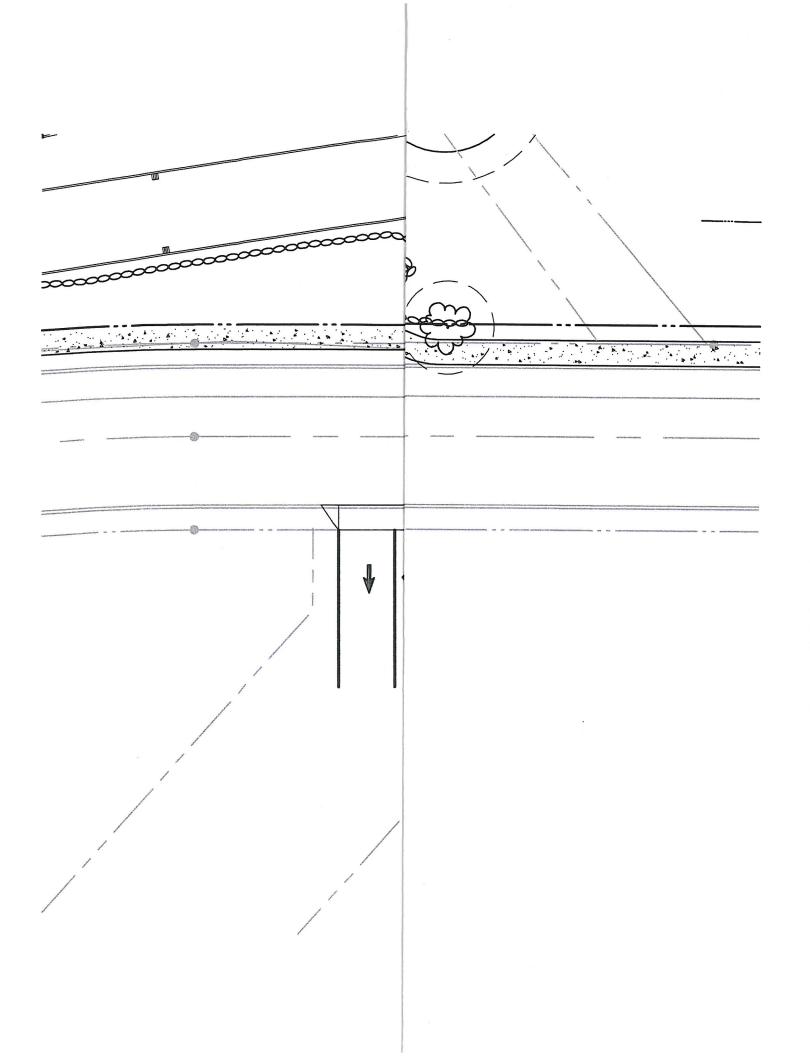
Sincerely,

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Rhys Konrad, LEED AP, Planner Associate

Enclosures:Revised Plans dated August 5, 2010 Tannler Drive Proposed Median Figure Willamette Neighborhood Association Meeting Minutes (June 2010) TVF&R Fire Flow and Hydrant Worksheet

c: Jeff Parker, Paul Price – Blackhawk, LLC Mike Robinson – Perkins Coie Brent Ahrend, Bob Thompson, Matt Butts – Group Mackenzie



WNA Minutes for June 9, 2010:

Introductions: Beth Kieres, Buffalo Zobel, Elizabeth Rocchia, Carol Yates, Gail Holmes, Midge Pierce, James Pierce, David Rittenhouse, Reena Heijdeman, Joanne Overen, Jerry Overen, Bill Phillips, Marylee Phillips, Kathie Halicki, Maria Halicki, Rae Henry, Ruth Offer, Jerry Offer, Phyllis Clark, Rich Clark.

Treasurers Report:

- \$1,715.47 in U.S. Bank
- Neighborhood stipend 675.15
- Expenditures for National Historic Register District not yet compiled

1 Group Mackenzie Presentation and Discussion: Blankenship/Tannler land use for 280,000 square feet of offices in 3 buildings with 850 parking spaces to be built in phases. Phase one: 110,000 square feet of lower building. Every 2-3 years a building would be added as part of a roughly 10-year plan.

- Seeking two year extension on land use granted in March 2007 due to economy causing "hold". This goes before planning commissioners as decision makers. If warranted, could be appealed to City Council with public hearing.
- Mackenzie says its not touching design, only making text changes to meet new codes where applicable.
- Residents voiced concerns over size and impact on transportation corridor, specifically on Tannler, Blankenship and the 10 Street corridor
- Group Mackenzie said \$2 million in street improvements was built into the project. Since original application text related to traffic was changed. Approximately \$2 million in mitigations are built into plan with three potential options:
 - Access through the site and onto Blankenship
 - New alignment with 10 th
 - Access on Tannler
- Mackenzie claimed traffic counts are down since original application.
- Citizens questioned whether the one-day traffic study (all that was required) had been adequate and factored in the new V.A.clinic's patients as well as new traffic adding to the difficulty of left-hand turns off Tannler and 10th Street interchange congestion
- Aesthetics considerations were also addressed. Landscaping would be extensive, plus open space would be left between the office complex and existing homes. Extensive glass would be used to maximize viewers
- After Mackenzie Group left, neighbors discussed ramifications of the project. Dave Rittenhouse reviewed concerns based on his role as head of TSP and Savannah Oaks NA.
- A motion to pass wording used by the Savannah Oaks NA was deemed overly complicated and was tabled so that WNA could consider how it wants to word a motion.
- Issue will be revisited at next month NA

- 2. New Business: Bylaws
- Gail Holmes designated chair of the new Bylaws Review committee
- Reena Hjeidemann, Jim Pierce, Julia Simpson, Carol Yates, Stephanie Nicoletti

Meeting adjourned @ 9:05 pm



Fire Marshal Division Offices

North - 14480 SW Jenkins Rd., Beaverton, OR 97005, (503) 356-4700 South - 7401 SW Wash Ct., Tualatin, OR 97062, (503) 612-7000

Fire Flow and Hydrant Worksheet

This worksheet is required to be submitted to and approved by the Authority Having Jurisdiction (AHJ) before any permits for new building construction, building expansion or fire hydrants will be issued by any building department within the TVF&R District. See the instructions for assistance completing this form or call one of the above numbers.

Preparer Information
Preparer Name: Katie Atkins Date: 8/2/2010
Phone: 503-224-9560 Fax: 503-228-1285
Architect / Engineer of Record: Matt Butts
Phone: 503-224-9560 Fax: 503-228-1285
General Building Information
Project Name: Willamette 205 Corporate Center
Project Address: Tannker Drive and Blankenship Road
City: Willamette County: Clark 97068
Construction Type: Type IIB and IIIB Click Box to choose construction type from dropdown menu
Total Bldg Area: 113,959 sqft (as defined by the OSSC)
Total Fire Area: 113,959 sqft (fire flow calculation area as defined by the OFC)
Bldg Fire Flow: 7250 Gallons Per Minute (base amount w/o hazard class modifier or reductions)
Describe Fire Area: (if more than one fire area, include an 8 1/2 x 11 or 11 x 17 drawing indicating the various fire areas) 3 Office Buildings
Type of Occupancy or Use of Building: Office "B"

A. Occupancy Hazard

A1 Determine percent of each occupancy hazard in the fire area.

Occupancy Hazard Class	Fire Area		Total Fire Area	1.0.00		Percent of Fire Area
Light Hazard	113959 SF	1	113,959 SF	x 100		100 %
Ordinary Hazard Grp 1	0 SF	1	113,959 SF	x 100	=	0 %
Ordinary Hazard Grp 2 (HPCS I & II)	0 SF	1	113,959 SF	x 100	=	0 %
Extra Hazard Grp 1 (HPCS III)	0 SF	1	113,959 SF	x 100	=	0 %
Extra Hazard Grp 2 (HPCS IV & HH)	0 SF	1	113,959 SF	x 100	=	0 %

Total Must equal 100%

100 %

A2 Calculated Fire Flow

Occupancy Hazard Class	Factor		Fire Area		Fire Flow	22 36	Bldg Fire Flow
Light Hazard	0.75	x	100 %	X	7250 GPM		5438 GPM
Ordinary Hazard Grp 1	0.85	x	0 %	X	7250 GPM	=	0 GPM
Ordinary Hazard Grp 2	1	x	0 %	X	7250 GPM	=	0 GPM
Extra Hazard Grp 1	1.15	x	0 %	x	7250 GPM	=	0 GPM
Extra Hazard Grp 2	1.25	x	0 %	X	7250 GPM	=	0 GPM

A3 Required Fire Flow with Occupancy Hazard Adjustment

5438 GPM

B.	Minimum Number o	of Fire Hydrant	s Required				
	Required Fire Flow	5438		= [5 No. of	Hydrants Requi	red
C.	Reduction of Fire F	low - Reductio	ons are base	d on the	following:		
		l by 25% for a N I by 75% for NF					
D.	Required Fire Flow						
D1	- Fire Flow	5 438 GPM x	0.25		1500 GPM (N	1ax. 3000 - Min. 1	500 gpm)
E.	Available Fire Flow * On behalf of the Ci				est Results:	n/i*	GPM

and found no deficiencies in the area. No Manual tests have been performed.



Fire Marshal Division Offices

North - 14480 SW Jenkins Rd., Beaverton, OR 97005, (503) 356-4700 South - 7401 SW Wash Ct., Tualatin, OR 97062, (503) 612-7000

Fire Flow and Hydrant Worksheet

This worksheet is required to be submitted to and approved by the Authority Having Jurisdiction (AHJ) before any permits for new building construction, building expansion or fire hydrants will be issued by any building department within the TVF&R District. See the instructions for assistance completing this form or call one of the above numbers.

Preparer Information
Preparer Name: Katie Atkins Date: 8/2/2010
Phone: 503-224-9560 Fax: 503-228-1285
Architect / Engineer of Record: Matt Butts
Phone: 503-224-9560 Fax: 503-228-1285
General Building Information
Project Name: Willamette 205 Corporate Center
Project Address: Tannler Drive and Blankenship Road
City: Willamette County: Clark 97068
Construction Type: Type IIB and IIIB Click Box to choose construction type from dropdown menu
Total Bldg Area: 138,974 sqft (as defined by the OSSC)
Total Fire Area: 138,974 sqft (fire flow calculation area as defined by the OFC)
Bldg Fire Flow: 8000 Gallons Per Minute (base amount w/o hazard class modifier or reductions)
Describe Fire Area: (if more than one fire area, include an 8 1/2 x 11 or 11 x 17 drawing indicating the various fire areas) 3 Office Buildings and a 3 Level Parking Structure
Type of Occupancy or Use of Building: Office "B" and Parking Structure

A. Occupancy Hazard

A1 Determine percent of each occupancy hazard in the fire area.

Occupancy Hazard Class	Fire Area		Total Fire Area			Percent of Fire Area
Light Hazard	113959 SF	1	138,974 SF	x 100		82 %
Ordinary Hazard Grp 1	25015 SF	1	138,974 SF	x 100		18 %
Ordinary Hazard Grp 2 (HPCS I & II)	0 SF	1	138,974 SF	x 100	_	0 %
Extra Hazard Grp 1 (HPCS III)	0 SF	1	138,974 SF	x 100		0 %
Extra Hazard Grp 2 (HPCS IV & HH)	0 SF	1	138,974 SF	x 100		0 %

Total Must equal 100%

100 %

A2 Calculated Fire Flow

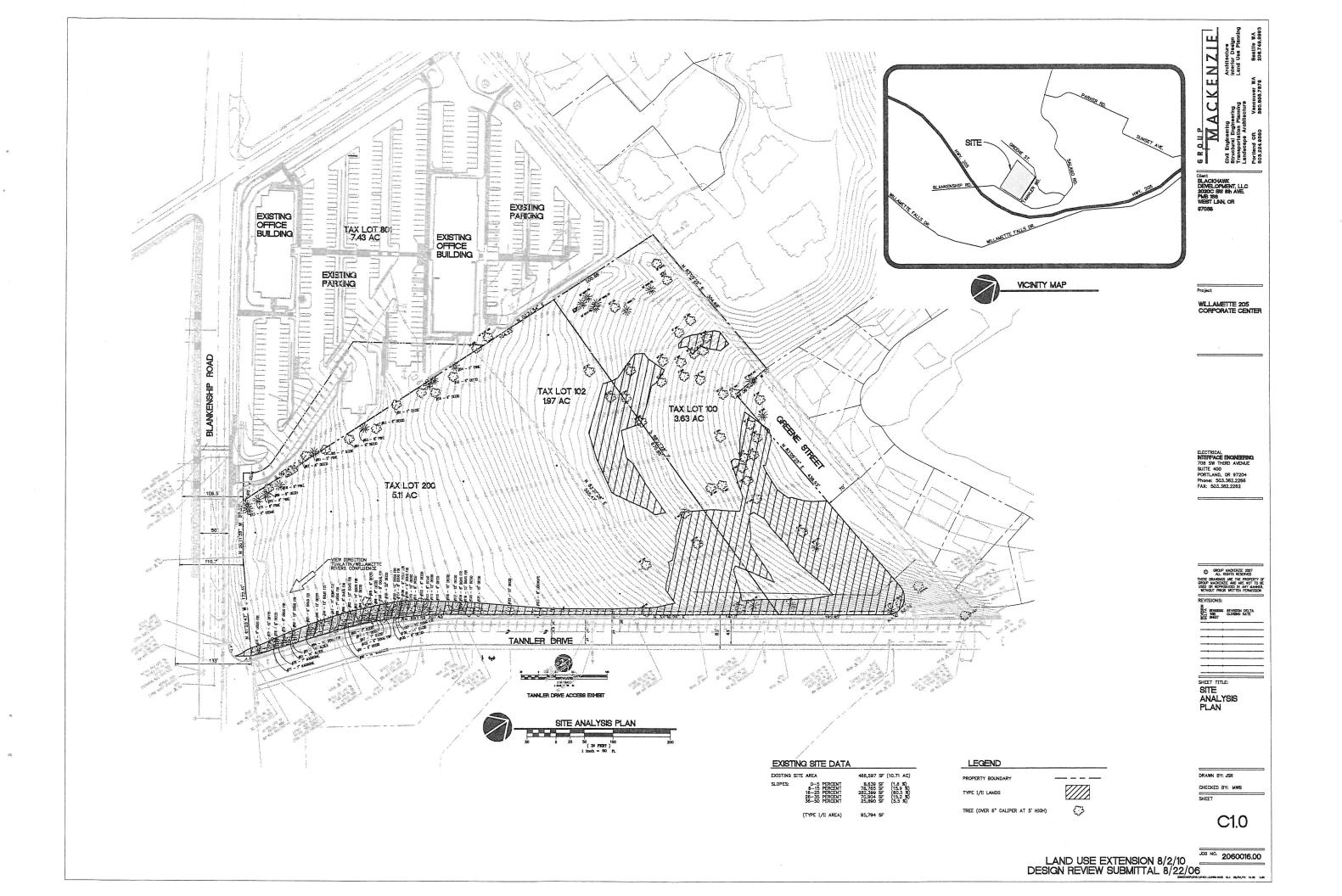
Occupancy Hazard Class	Factor	1.1	Fire Area		Fire Flow		Bldg Fire Flow
Light Hazard	0.75	X	82 %	x	8000 GPM	-	4920 GPM
Ordinary Hazard Grp 1	0.85	X	18 %	x	8000 GPM	=	1224 GPM
Ordinary Hazard Grp 2	1	x	0 %	x	8000 GPM	=	0 GPM
Extra Hazard Grp 1	1.15	X	0 %	x	8000 GPM	=	0 GPM
Extra Hazard Grp 2	1.25	x	0 %	x	8000 GPM	=	0 GPM

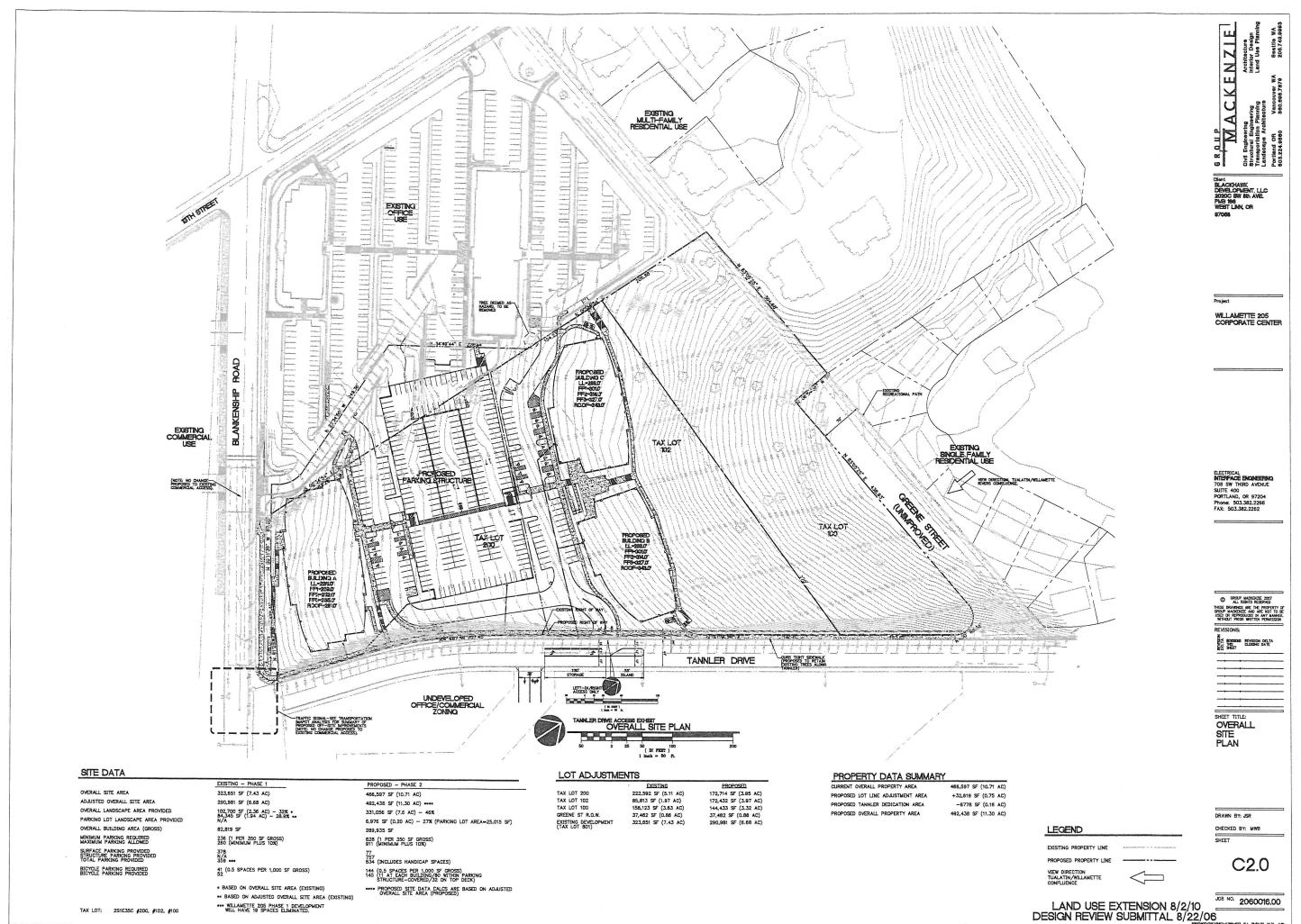
A3 Required Fire Flow with Occupancy Hazard Adjustment

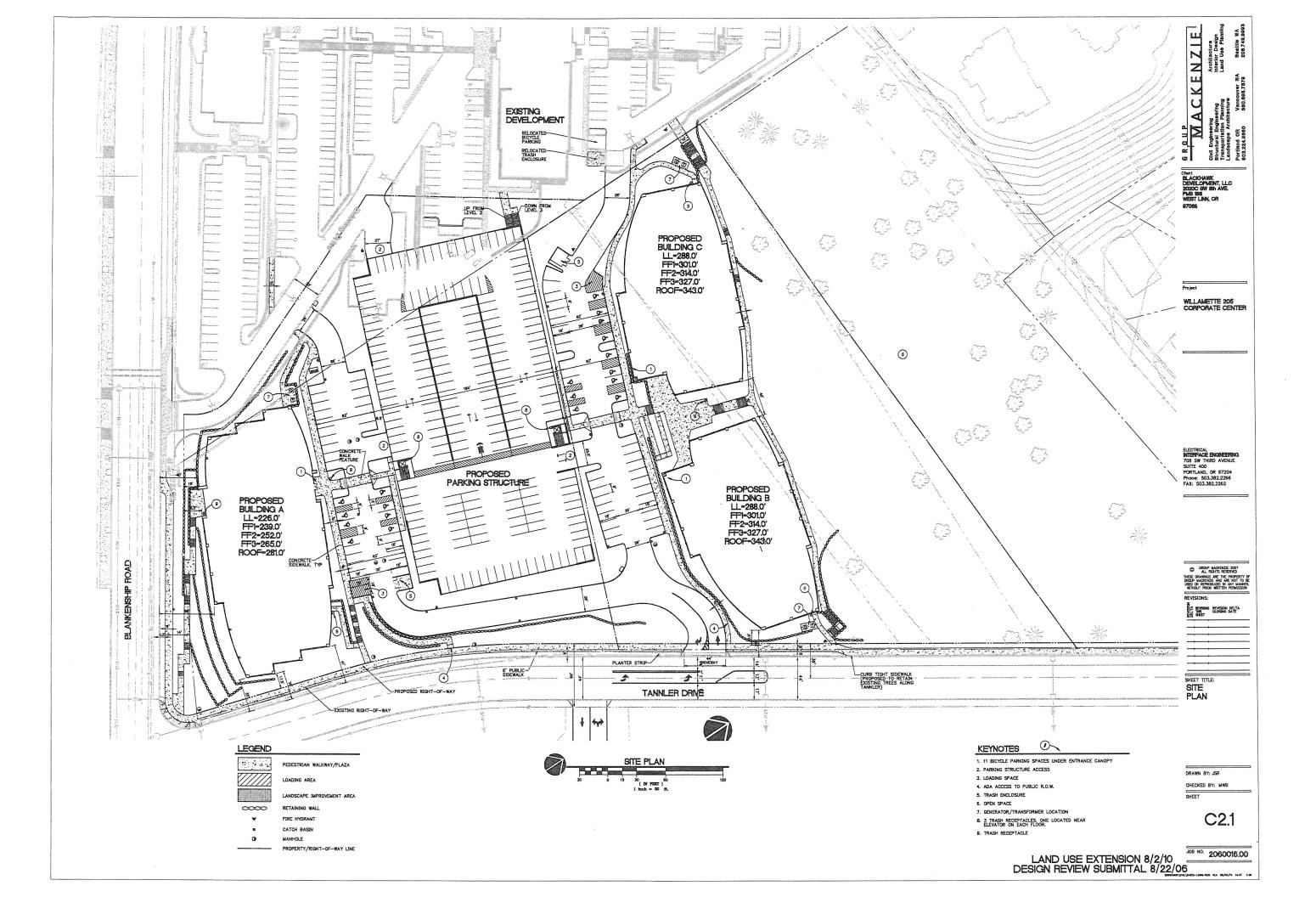
6144 GPM

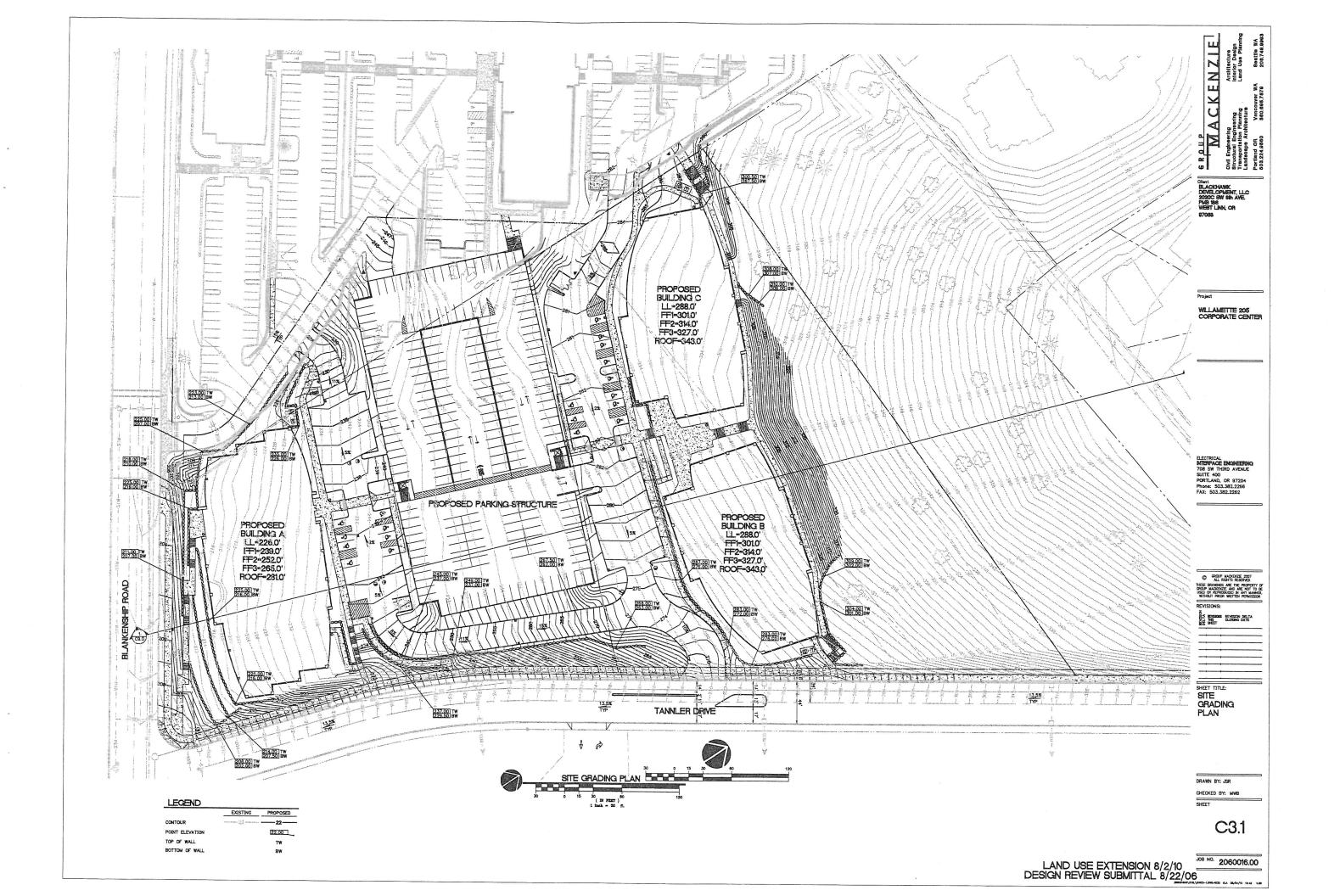
B.	Minimum Numbe	er of Fire Hyd	rants Require	ed				
	Required Fire Flor	w 61	44	=	6	No. of Hy	drants Require	d
C.	Reduction of Fire	e Flow - Redu	ictions are ba	ased on	the follow	ving:		
		ced by 25% fo ced by 75% fo						
D.	Required Fire Flo	w						
D1	- Fire Flow	6144 GPM	x 0.25		1536	GPM (Max	. 3000 - Min. 150	00 gpm)
E.	Available Fire Fl				Test Re		n/i*	GPM
	* On behalf of the	City, Murray S	Smith Associa	ites prov	ided a revi	ew of wate	er supply	

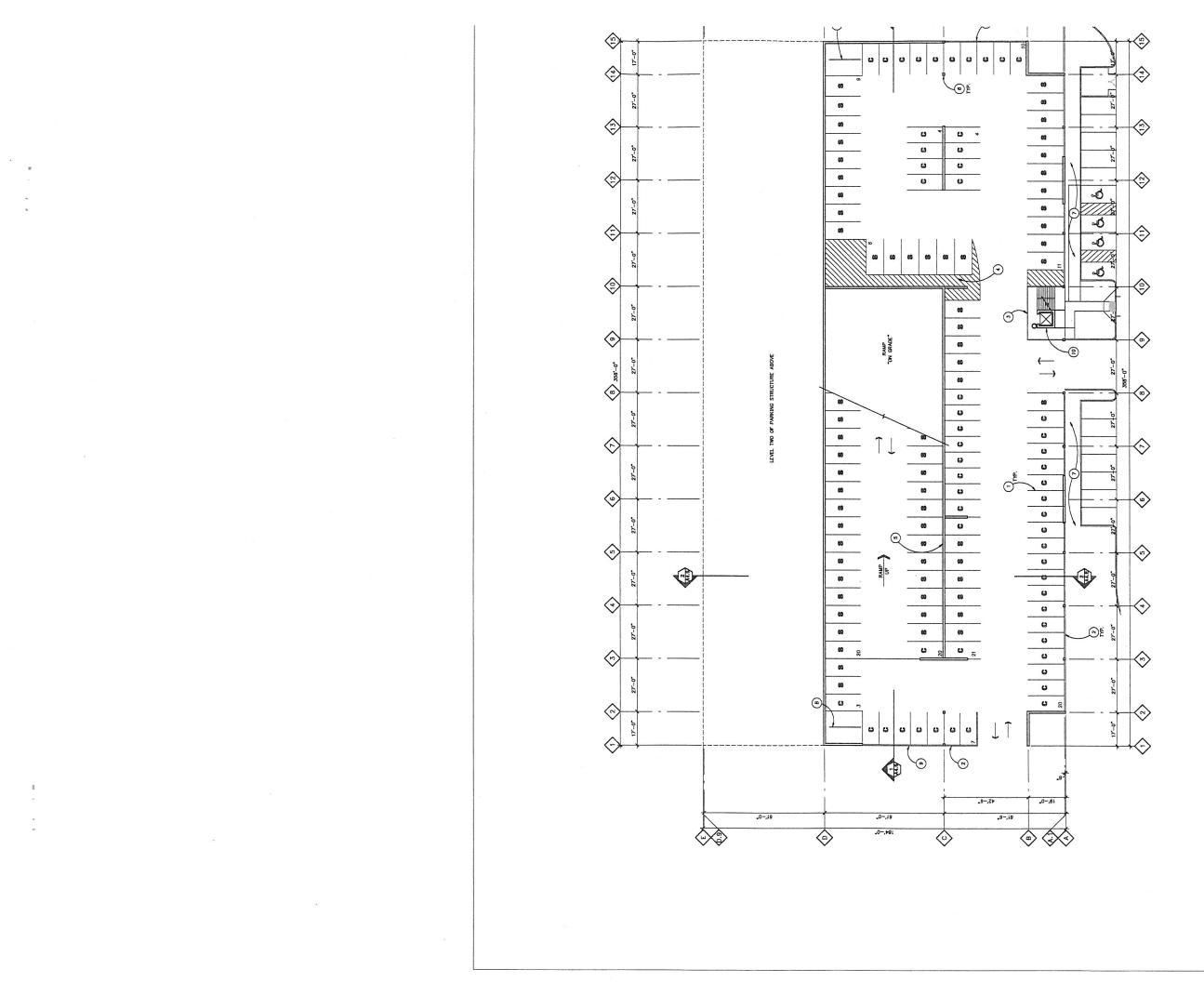
and found no deficiencies in the area. No Manual tests have been performed.











PARKING GARAGE - LEVEL ONE PLAN

GENERAL NOTES 1. VERFY AND COMFRA ALL DIMENSIONS. PRIOR TO START CONSTRUCTION. NOTIFY ARCHITECT/PHORNEER OF ANY DESCREPENCIES.

8

- INPI MAX

- OPEN PARKING STRUCTURE CALCULATIONS 1. LEVL ON HAS THE FOLOME CHARGERSTERS A TOTAL PERMETER WAL AREA, S01 F C TOTAL PENNETER WAL AREA S01 F C TOTAL PENETER WAL AREA S01 S01 F J S02 S03 S0 TOTAL PENETER WAL AREA WALL OF S01 V J S02 S03 S0 REQUIREMENTS OF THE RD SCTICH 400.

PARKING GARAGE DATA

	STANDARD	COMPACT	Ĥ
LEVEL ONE	79	85	
LEVEL TWO	126	88	
LEVEL THREE	126	96	
LEVEL FOUR	78	96	
TOTAL	409	348	
TOTAI. PARKING SPACES		757 SPACES	