



# LAND USE PRE-APPLICATION CONFERENCE

Thursday, June 16, 2016

City Hall  
22500 Salamo Road

Willamette Conference Room

10:00 am Proposed amendment of a minor partition

Applicant: Sequoia Heights Capital Partners LLC

Subject Property Address: 23000 Horizon Drive

Neighborhood Assn: Savanna Oaks

Planner: Peter Spir

Project #: PA-16-11





CITY OF

West Linn

Planning & Development • 22500 Salamo Rd #1000 • West Linn, Oregon 97068  
Telephone 503.656.4211 • Fax 503.656.4106 • westlinnoregon.gov

### PRE-APPLICATION CONFERENCE

THIS SECTION FOR STAFF COMPLETION		
CONFERENCE DATE:	TIME:	PROJECT #:
6-16-16	10:00 am	PA-16-11
STAFF CONTACT:		FEE:
Peter Spiv		350-

Pre-application conferences occur on the first and third Thursdays of each month. In order to be scheduled for a conference, this form including property owner's signature, the pre-application fee, and accompanying materials must be submitted at least 14 days in advance of the conference date. Twenty-four hour notice is required to reschedule.

Address of Subject Property (or map/tax lot): 23000 Horizon Drive

Brief Description of Proposal: See attached letter + exhibits.

Applicant's Name: Sequoia Heights Capital Partners LLC (Robin Miller Owners Rep.)

Mailing Address: 1101 5th Ave. suite 300 San Rafael CA 94947

Phone No: (415) 456-0600 ext. 29 Email Address: rmiller@monahanpacific.com

Please attach additional materials relating to your proposal including a site plan on paper up to 11 x 17 inches in size depicting the following items:

- North arrow
- Scale
- Property dimensions
- Streets abutting the property
- Conceptual layout, design and/or building elevations
- Easements (access, utility, all others)
- Access to and from the site, if applicable
- Location of existing trees, highly recommend a tree survey
- Location of creeks and/or wetlands, highly recommend a wetland delineation
- Location of existing utilities (water, sewer, etc.)

Please list any questions or issues that you may have for city staff regarding your proposal:  
\_\_\_\_\_  
\_\_\_\_\_

By my signature below, I grant city staff right of entry onto the subject property in order to prepare for the pre-application conference.

[Signature]  
\_\_\_\_\_  
Property owner's signature

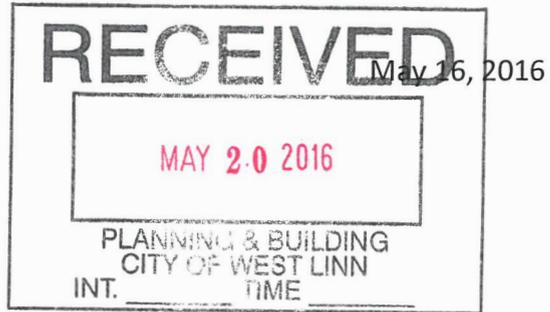
\_\_\_\_\_  
Date

Property owner's mailing address (if different from above)  
\_\_\_\_\_

SEQUOIA HEIGHTS CAPITAL PARTNERS, LLC

1101 5<sup>th</sup> Ave. Suite 300  
San Rafael, CA 94947

City of West Linn – Planning Department  
Attn: Peter Spir  
22500 Salamo Rd. #1000  
West Linn, OR. 97068



RE: Pre- Application Conference – Request

Dear Mr. Spir,

I am writing in request of a pre-application conference for the date of June 2<sup>nd</sup>, 2016 regarding ownership's request to modify the location of the approved Lot Partition at 23000 Horizon Drive (Tanner Spring Assisted Living Facility). In May 2016 we discussed the possibility of modifying the approved Lot Partition location at 23000 Horizon Drive. You indicated that provision CDC 85.085 would apply to the requested modification of the common lot line between parcels A (ALF) and B. The possibility of a "Joint Use of Parking Area" per CDC 46.050 is considered a possibility to allow for the modification of the approved Lot Split Location, if a parking analysis showed the peak parking time of the uses occurred at different times and that the area will be large enough for the anticipated demands.

Currently Tanner Spring has 89 units of Assisted Living and Memory Care within a 69,620 SF facility. The facility has an approved CUP (CUP-07-03/DR-07-09) for an additional 9050 SF which would allow for 16 additional ALF units. As part of Conditions of approval for this expansion 50 Parking spaces would have to be maintained on site. On November 20<sup>th</sup> 2014 the Planning Manager provided a decision (MIP-14-01) to approve of the Lot Partition for the property. This lot split would allow for the southern portion of the existing property to be developed for "transitional housing". Transitional Housing is intended for those individuals who want some measure of independent living but may need assistance.

Currently ownership plans to apply for approximately 32 additional units of Senior Independent Living (IL) on parcel B in lieu of the transitional housing option. On April 28<sup>th</sup> 2016 you were provided a Traffic Study that concludes the current parking demand for 89 units is 31 parking spaces, and future demand with the expansion of the approved 16 units of ALF is 6 additional Spaces for a total parking need of 37 spaces, even though there is currently 50 spaces not included ADA spaces. Per the parking study the soon to be

SEQUOIA HEIGHTS CAPITAL PARTNERS, LLC

1101 5<sup>th</sup> Ave. Suite 300  
San Rafael, CA 94947

proposed 32 IL units would require an additional 21 parking spaces, which ownership plans to locate on the future parcel B. Attached is a site plan exhibit that showing the location of the approved and request lot split. This exhibit also shows the location where ownership proposes to install additional parking that would need to be removed associated with the ALF 16 unit expansion and the 32 unit IL expansion. This exhibit also shows the future parcel A would keep 35 existing parking spaces, and add 17 new parking spaces for a possible total of 52 parking spaces. Therefore meeting the conditions of approval for the 16 unit AL expansion and maintaining the current parking count as existing. The new lot split location would include a reciprocal parking easement to allow for parcel A to continue to utilize the existing southern parking lot but also allow the future Parcel-B IL building to have visitors and passenger drop offs at the existing southern parking area.

I would like the opportunity to discuss this request with you further on June 2<sup>nd</sup> 2016 in a pre-application conference. Should you have any questions please feel free to contact me at (415) 456-0600 ext. 29.

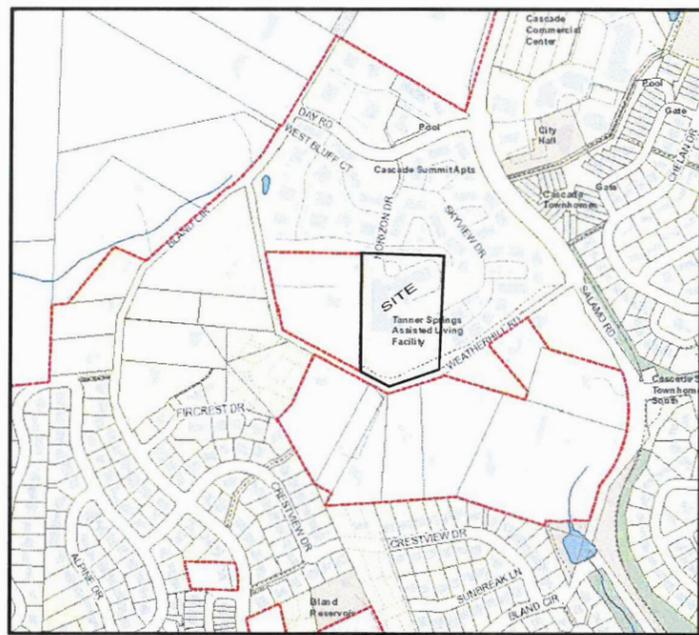
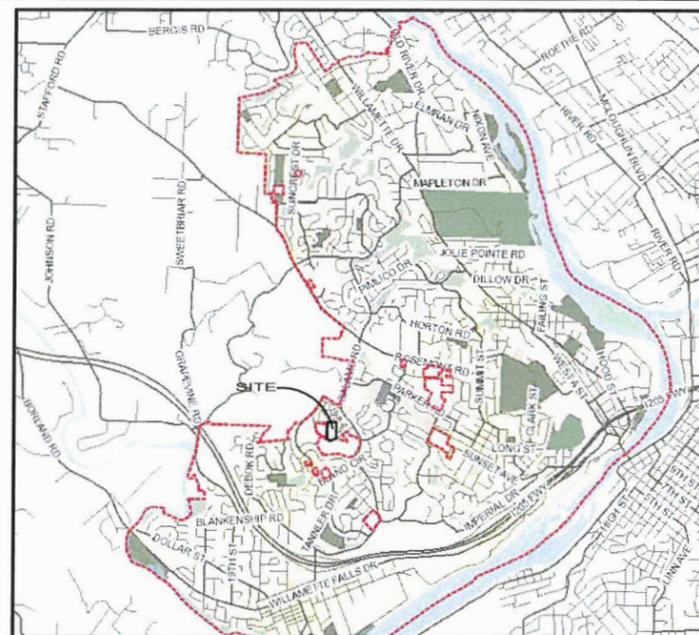
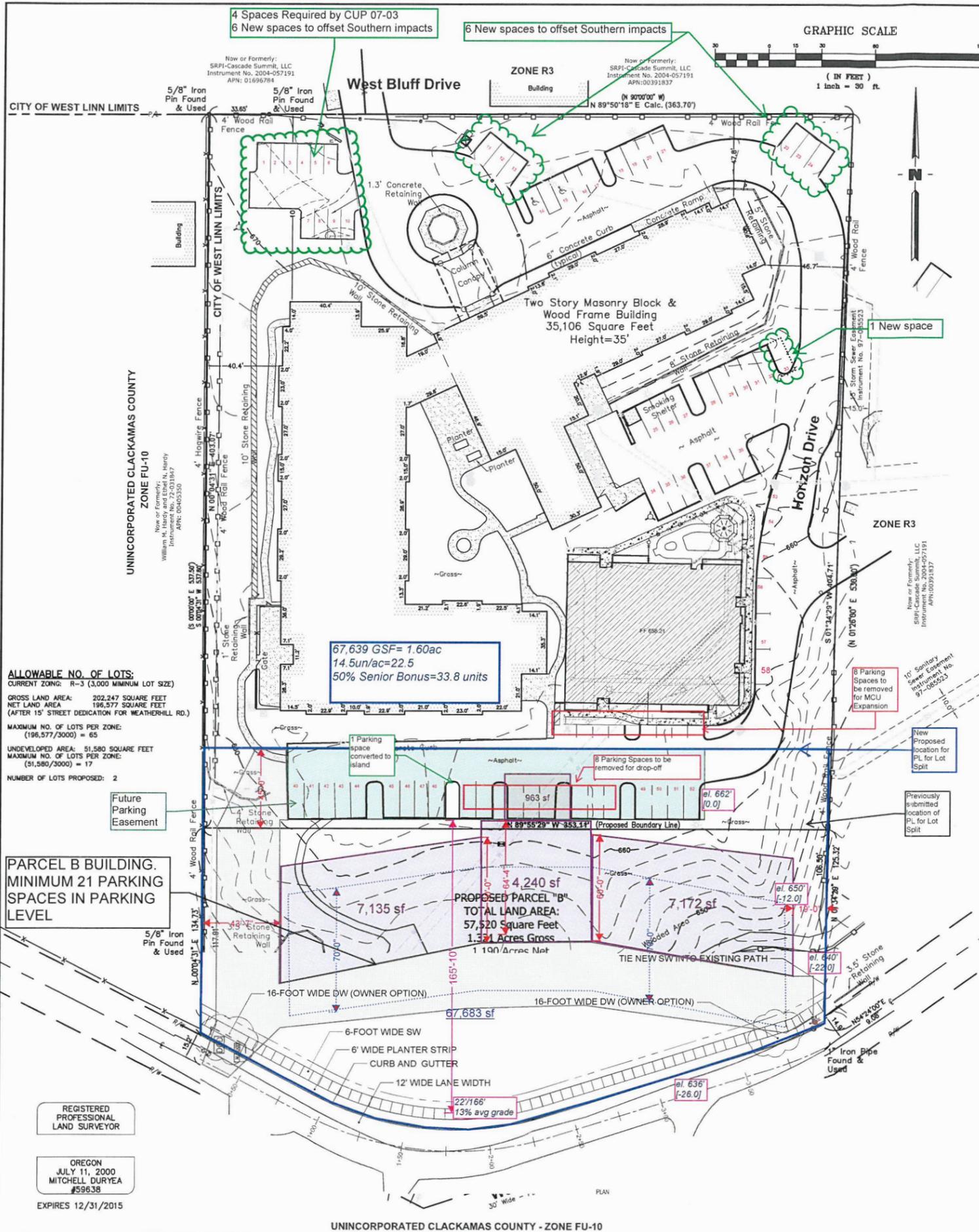
Sincerely



Robin Miller

(415) 456-0600 ext 29

[RMiller@monahanpacific.com](mailto:RMiller@monahanpacific.com)



**TENTATIVE PARTITION PLAN NOTES**  
 PROPOSED SUBDIVISION NAME: TANNER SPRINGS PARTITION PLAT

ADDRESS: 23000 HORIZON DRIVE,  
 TAX PARCEL NO. 21E356 00100

OWNER: SEQUOIA HEIGHTS CAPITAL PARTNERS, LLC  
 1101 S TH AVENUE  
 SAN RAFAEL, CA 94901

DEVELOPER: LANCASTER POLLARD  
 65 EAST STATE STREET, 16 TH FLOOR  
 COLUMBUS, OH 43215

SURVEYOR: MITCHELL DURYEY, PLS  
 DURYEY & ASSOCIATES, P.S.  
 2702 NORTH PERRY STREET  
 SPOKANE, WA 99207

LEGAL DESCRIPTION:  
 PART OF LOT 9, BLAND ACRES, (PLAT PAGE 0304) IN THE COUNTY OF CLACKAMAS AND STATE OF OREGON, DESCRIBED AS FOLLOWS:  
 BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 9; THENCE WEST ALONG THE NORTH LOT LINE 363.7 FEET, MORE OR LESS, TO THE NORTHEAST CORNER OF THAT TRACT OF LAND DESCRIBED IN DEED TO WILLIAM M. HARDY, ET UX, RECORDED OCTOBER 18, 1972 AS FEE NO. 72-31847, FILM RECORDS;  
 THENCE SOUTH ALONG THE EAST LINE OF SAID HARDY TRACT 537.50 FEET TO THE CENTERLINE OF A 30.00 FOOT ROADWAY;  
 THENCE SOUTH 63°02' EAST ALONG SAID CENTERLINE 142.04 FEET, MORE OR LESS, TO AN IRON PIPE;  
 THENCE NORTH 71°48' EAST ALONG THE CENTERLINE OF SAID ROAD A DISTANCE OF 235.00 FEET TO AN IRON PIPE;  
 THENCE NORTH 128° EAST ALONG THE EASTERLY LINE OF LOT 9, A DISTANCE OF 530.00 FEET TO THE POINT OF BEGINNING.  
 EXCEPTING THEREFROM THAT PORTION OF THE PROPERTY LYING WITHIN WEATHERHILL ROAD.

VERTICAL DATUM: NAVD 88

THERE ARE NO WATERCOURSES OR AREAS SUBJECT TO PERIODIC INUNDATION OR STORM DRAINAGE WAY OVERFLOW OR FLOODING INCLUDING AREAS AS ESTABLISHED BY THE U.S. ARMY CORPS OF ENGINEERS OR THE CITY ZONING ORDINANCES ON LOCATED ON THE SUBJECT PROPERTY.

SEE SHEET 3 FOR TREE SURVEY PURSUANT TO CDC 55.110(B)(2)

ALL EXISTING BUILDINGS AND STRUCTURES TO REMAIN

EXISTING PROPERTY IS CURRENTLY SERVED BY EXISTING UTILITIES. NO NEW UTILITIES PROPOSED AT THIS TIME.

USES:  
 PARCEL A - TANNER SPRINGS ASSISTED LIVING CARE CENTER (TO REMAIN)  
 PARCEL B - VACANT - NO PROPOSED USE AT THIS TIME

CURRENT ZONING: R-3

THERE ARE NO ADJACENT TRANSIT STOPS

THERE ARE NO PROPOSED IMPROVEMENTS

THE PROPOSED SUBDIVISION DOES NOT MEET THE CRITERIA TO REQUIRE A TRAFFIC ANALYSIS.

A COVENANT AGREEMENT THAT WILL INCLUDED EASEMENTS FOR ACCESS AND UTILITIES WILL BE PREPARED AND RECORDED UNDER A SEPARATE INSTRUMENT.

A 15 FOOT DEDICATION FOR WEATHERHILL ROAD WILL BE OFFERED TO THE CITY OF WEST LINN ON THE PARTITION PLAT. NO IMPROVEMENTS TO WEATHERHILL ROAD IS BEING PROPOSED.

THERE IS NO PHASING ON THIS PROJECT.

THERE ARE NO CONTIGUOUS LAND OWNED BY THE OWNER OR DEVELOPER.

SEE TABLE ON THIS SHEET FOR TABLE AND CALCULATIONS SHOWING THE ALLOWABLE NUMBER OF LOTS UNDER THE ZONING AND THE NUMBER OF LOTS BEING PROPOSED.

SEE SHEET 4 OF 4 FOR MAP AND TABLE SHOWING SQUARE FOOTAGE OF COMPRISING SLOPES BY VARIOUS CLASSIFICATIONS AS IDENTIFIED IN CDC 55.110(B)(3)

TRANSPORTATION  
 1. THERE ARE NO PROPOSED ROADS, THEREFORE NO CENTERLINE PROFILES ARE PROVIDED.  
 2. A TRAFFIC IMPACT ANALYSIS (TIA) IS NOT REQUIRED FOR THIS PROJECT.

GRADING  
 THERE IS NO GRADING PROPOSED AT THIS TIME, THEREFORE NO GRADING PLAN IS PROVIDED.

WATER  
 1. THE WATER SERVICE FOR THE SUBJECT PROJECT IS EXISTING AND ENTERS THE PROPERTY FROM WEATHERHILL ROAD.  
 2. NO NEW WATER LINES ARE PROPOSED AT THIS TIME.  
 3. AN EASEMENT FOR PARCEL A OVER PARCEL B WILL BE PREPARED FOR THE EXISTING WATER SYSTEM AT THE TIME OF THE FINAL PARTITION PLAT.

SEWER  
 1. THE SEWER SYSTEM THAT SERVES THE TANNER SPRINGS ASSISTED LIVING CENTER IS EXISTING AND ENTERS THE PROPERTY FROM THE EAST THROUGH AN EXISTING SANITARY SEWER EASEMENT.  
 2. NO NEW SEWER IS PROPOSED AT THIS TIME.

STORM  
 THE STORM SEWER SYSTEM FOR TANNER SPRINGS IS EXISTING. NO NEW STORM DRAINAGE SYSTEM OR EXPANSION OF THE EXISTING SYSTEM IS PROPOSED AT THIS TIME.

**TENTATIVE PLAN  
 TANNER SPRINGS  
 PARTITION PLAT  
 SITE PLAN**

TANNER SPRINGS  
 23000 Horizon Drive  
 West Linn, OR 97068

**DURYEY & ASSOCIATES, P.S.**  
 2702 N. Perry Street, Spokane WA 99207  
 tel: (509) 465-8007  
 www.duryea-associates.com

DATE:	FEBRUARY 2014	SHEET:	
SCALE:	1"=30'		
PROJECT SURVEYOR:	MJD		
DRAWN BY:	MJD		
LAST DATE OF REVISION:	9/15/14	JOB NO.:	13-1750

**ALLOWABLE NO. OF LOTS:**  
 CURRENT ZONING: R-3 (3,000 MINIMUM LOT SIZE)  
 GROSS LAND AREA: 202,247 SQUARE FEET  
 NET LAND AREA: 196,577 SQUARE FEET  
 (AFTER 15' STREET DEDICATION FOR WEATHERHILL RD.)  
 MAXIMUM NO. OF LOTS PER ZONE:  
 (196,577/3000) = 65  
 UNDEVELOPED AREA: 51,580 SQUARE FEET  
 MAXIMUM NO. OF LOTS PER ZONE:  
 (51,580/3000) = 17  
 NUMBER OF LOTS PROPOSED: 2

**PARCEL B BUILDING.  
 MINIMUM 21 PARKING  
 SPACES IN PARKING  
 LEVEL**

REGISTERED  
 PROFESSIONAL  
 LAND SURVEYOR

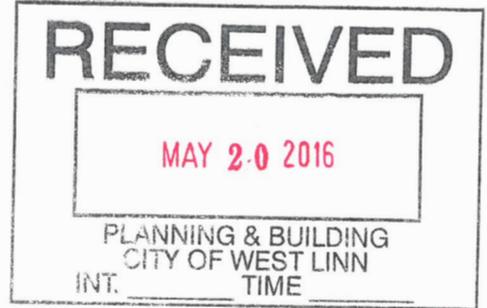
OREGON  
 JULY 11, 2000  
 MITCHELL DURYEY  
 #59636

EXPIRES 12/31/2015

UNINCORPORATED CLACKAMAS COUNTY - ZONE FU-10



**CHARBONNEAU  
ENGINEERING LLC**



**MEMORANDUM**

Date: April 28, 2016

To: Robin Miller  
VP of Development  
Monahan Pacific Corporation  
1101 Fifth Avenue  
Suite 300  
San Rafael CA 94901

copy: Geoff Forner

From: Frank Charbonneau, PE, PTOE

Subject: **Tanner Spring Parking Study**  
Horizon Drive, West Linn

FL1639

This memorandum will serve as the parking study report for the Tanner Spring Assisted Living development project being planned in West Linn. The site address is 23000 Horizon Drive and is located within the area bounded by West Bluff Drive on the north, Weatherhill Road on the west and south, and Salamo Road to the east. Refer to attached aerial vicinity map in the appendix.

Currently the assisted living facility contains two large buildings and has vehicular access on the property's north side fronting Bluff Drive. There is also an access on the property's east side from Skyview Drive. Parking for 57 vehicles is provided on the property with spaces available on the north, east and south sides. The immediate area surrounding the site has developed primarily as residential use.

The current site operates as a licensed assisted living residence totaling 89 residential units and is situated on land parcel 'A' (reference attached site plan). It serves both residential care and memory care residents. The proposed development includes a new building on parcel 'B' consisting of 32 independent living units. Access to parcel 'B' will be provided on the site's south side from Weatherhill Road. Both parcels will be interconnected for traffic circulation purposes. Subsequent to completion of the new south building expansion work will occur on the existing north facility to add 16 assisted living units, increasing the total from 89 units to 105 units.

A lot line adjustment of 45 feet north of the previously approved conditional use permit future lot line is proposed with the development. The line adjustment is denoted on the attached site plan along with the parcel 'A' (north) and parcel 'B' (south) designations. With approval of the new lot line parcel 'B' shall grant parking and access easement rights in favor of parcel 'A' for future circulation and parking purposes. The site plan area marked in green (northwest corner of parcel 'A') illustrates where the applicant proposes to offset the parking impacts by adding 10 parking spaces.

The parking study covered the following elements as follows.

- Include the latest site plan in the report illustrating existing and proposed building orientation, access, and parking conditions.
- Collect a one day parking count on the Tanner Spring site. Include an inventory of the number of existing spaces and number of vehicles parked in the site's lot.

- The parking survey was conducted between the hours of 7AM to 7PM and denoted the parking usage at each hour and half-hour.
- Prepare a table summary of the parking demand, parking capacity used, and number of unused spaces.
- Determine a parking ratio in terms of vehicles per unit for the existing assisted living facility. Compare to the latest ITE (4<sup>th</sup> edition) Parking Generation rate for assisted living, land use code #254.
- Apply land use code #252 (Senior Housing) to establish the parking requirements for the new independent living facility.
- Document that the current and future parking needs will be sufficient to serve both parcels based on the proposed 45 foot lot line adjustment north of where it was approved in the CUP.
- Document the analysis results and submit for review.

The parking survey of the campus was conducted on Wednesday April 20, 2016 between the hours of 7AM to 7PM. The number of occupied stalls were counted every half-hour within the 12 hour period. Currently there are a total of 57 parking spaces available on-site. The inventory's results are summarized in the following table. The parking lot rate column represents the ratio of vehicles parked and the lot capacity.

Tanner Spring Parking Survey Results				
57 Total Parking Spaces Available		#Parked	Parking Lot	Unused
Date	Time	Vehicles	Rate	Spaces
4/20/2016	07:00 AM	15	26%	42
4/20/2016	07:30 AM	16	28%	41
4/20/2016	08:00 AM	18	32%	39
4/20/2016	08:30 AM	25	44%	32
4/20/2016	09:00 AM	30	53%	27
4/20/2016	09:30 AM	28	49%	29
4/20/2016	10:00 AM	28	49%	29
4/20/2016	10:30 AM	30	53%	27
4/20/2016	11:00 AM	30	53%	27
4/20/2016	11:30 AM	30	53%	27
4/20/2016	12:00 PM	29	51%	28
4/20/2016	12:30 PM	28	49%	29
4/20/2016	01:00 PM	26	46%	31
4/20/2016	01:30 PM	27	47%	30
4/20/2016	02:00 PM	31	54%	26
4/20/2016	02:30 PM	27	47%	30
4/20/2016	03:00 PM	26	46%	31
4/20/2016	03:30 PM	24	42%	33
4/20/2016	04:00 PM	24	42%	33
4/20/2016	04:30 PM	24	42%	33
4/20/2016	05:00 PM	15	26%	42
4/20/2016	05:30 PM	13	23%	44
4/20/2016	06:00 PM	17	30%	40
4/20/2016	06:30 PM	38*	67%	19

\*Special Event - Clackamas Community Band Concert, Members Park On-Site

The survey revealed that the maximum parking demand occurred in the 6:30 PM period when 38 vehicles were parked occupying 67% of the available spaces. The maximum number of parked cars in the morning was 30 vehicles (used 53% of capacity) and in the afternoon was 31 vehicles (used 54% of capacity) at 2:00 PM.

It is noted that the evening peak parking demand volume of 38 vehicles occurred in conjunction with a 7:00 PM concert performed by the Clackamas Community Band in which band members parked at the site. The facility's administration explained that this activity is an infrequent event occurring less than once per month. As a result the parking value recorded during the 6:30 PM period was excluded in determining the site's parking demand ratio.

The peak parking demand in terms of parking per residential unit yielded a ratio of 0.35 vehicles (based on the peak afternoon parking use of 31 vehicles and 89 resident units). The average peak parking rate according to ITE for assisted living is 0.41 vehicles per dwelling unit. Using the locally established rate of 0.35 vehicles projects a peak parking demand of 37 vehicles when parcel `A` reaches a total of 105 units.

The future parking demand was projected for parcel `B` when 32 independent living units are constructed. For this usage the 85<sup>th</sup> percentile rate of 0.66 vehicles/unit from ITE (code #252, Senior Housing) was applied as it is considered the most appropriate category. The peak demand for 32 independent living units equates to 21 cars.

Parking changes are planned on the site in conjunction with the lot line adjustment and building construction. Because some parking spaces will be removed it will be necessary to restore parking on the site. The listing below summarizes the parking changes anticipated (parking area number column refers to designated areas noted the attached site plan).

Parking Area #

- |   |   |
|---|---|
| 1 | 10 spaces added in property's northwest corner to offset 9 spaces removed in area # 3 when building construction commences on parcel `B`. |
| 2 | 8 spaces removed when existing building expands (after completion of new south building).   |
| 3 | 9 spaces removed in association with new south building construction.   |
| 4 | 22 spaces added with completion of new south building.  |

Effectively there will be a gain of one parking space on site when the parking changes are completed in area #1 and area #3 in the first construction phase. This phase will take approximately two years. During this period the site will have 58 parking spaces and easily serve the peak demand value of 31 vehicles.

When the new south building is completed and construction begins on expansion of the existing facility to add 16 residential units, eight parking spaces in area #2 will be removed and 22 new spaces will be available in area #4. The site's parking capacity at final buildout will total 72 spaces.

The peak parking demand when all building construction is completed will be 58 vehicles or 81% of the site's capacity.

A summary of the on-site parking conditions is presented as follows.

Number of Existing Parking Spaces	57 spaces
Parcel `A` Current Peak Demand for 89 units	31 spaces
Parcel `A` Future Peak Parking Demand for +16 units	6 spaces
Parcel `B` Future Peak Parking Demand for 32 units	<u>21 spaces</u>
Future Peak Parking Demand Parcels `A` + `B`	= 58 spaces
 Parking capacity including changes	 = 72 spaces
 <b>Parking Surplus During Peak Demand</b>	 <b>= 14 spaces</b>

Based on the parking analysis there will be a parking surplus as the capacity will exceed the peak demand.

Since there will be no parking impacts to the surrounding neighborhood it is recommended that the City of West Linn support the proposed development and the associated parking plan.

If you should have any questions, please contact Frank Charbonneau, PE, PTOE at 503.293.1118 or email [Frank@CharbonneauEngineer.com](mailto:Frank@CharbonneauEngineer.com).

Appendix

- Vicinity Aerial Map
- Site Plan & Parking
- ITE Parking Generation, Codes #252 & #254

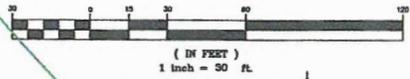


Tanner Spring AL

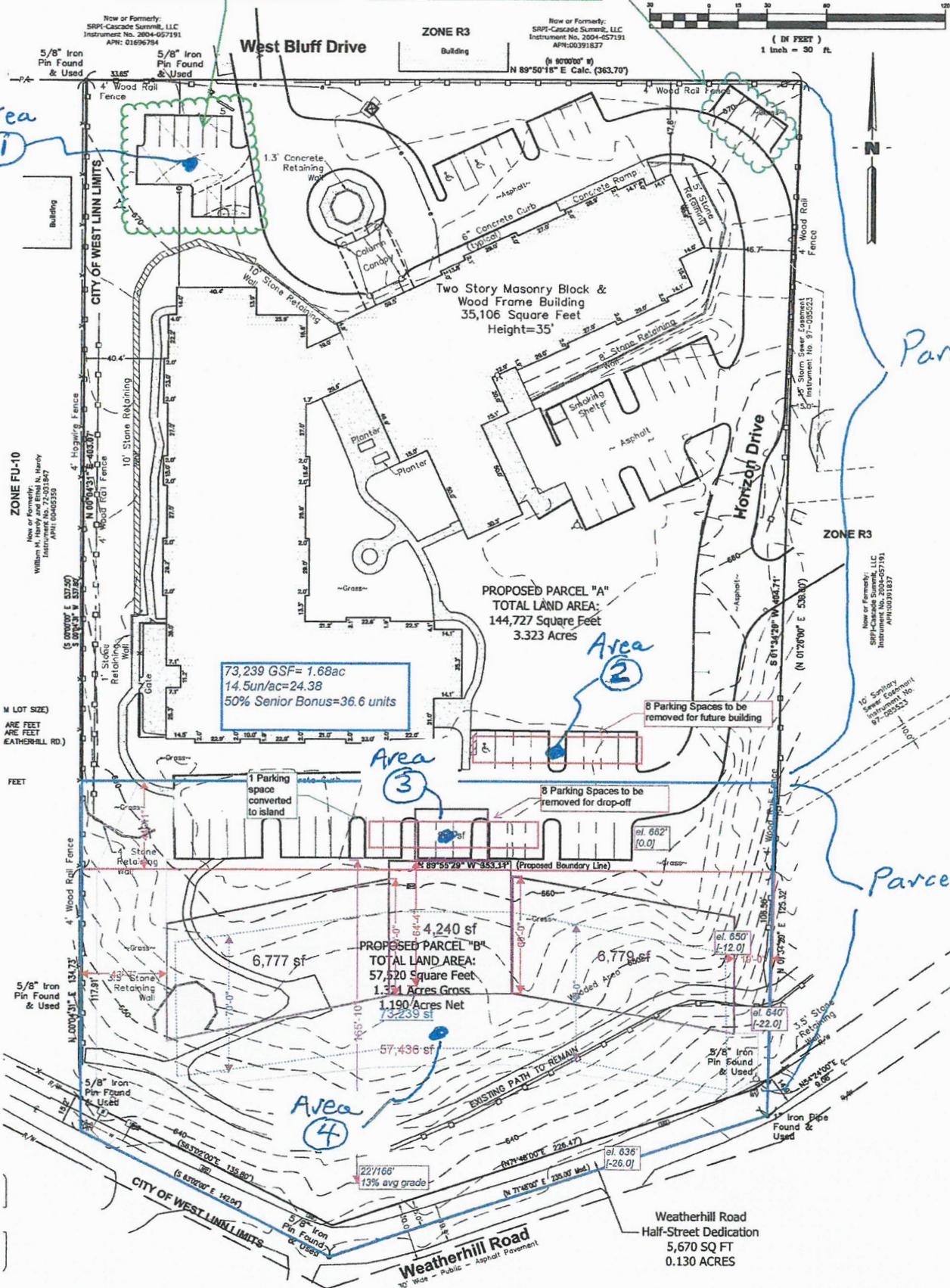
4 Spaces Required by CUP 07-03  
6 New spaces to offset Southern impacts

4 New spaces to offset Southern impacts

GRAPHIC SCALE



Area ①



Parcel 'A'

Parcel 'B'

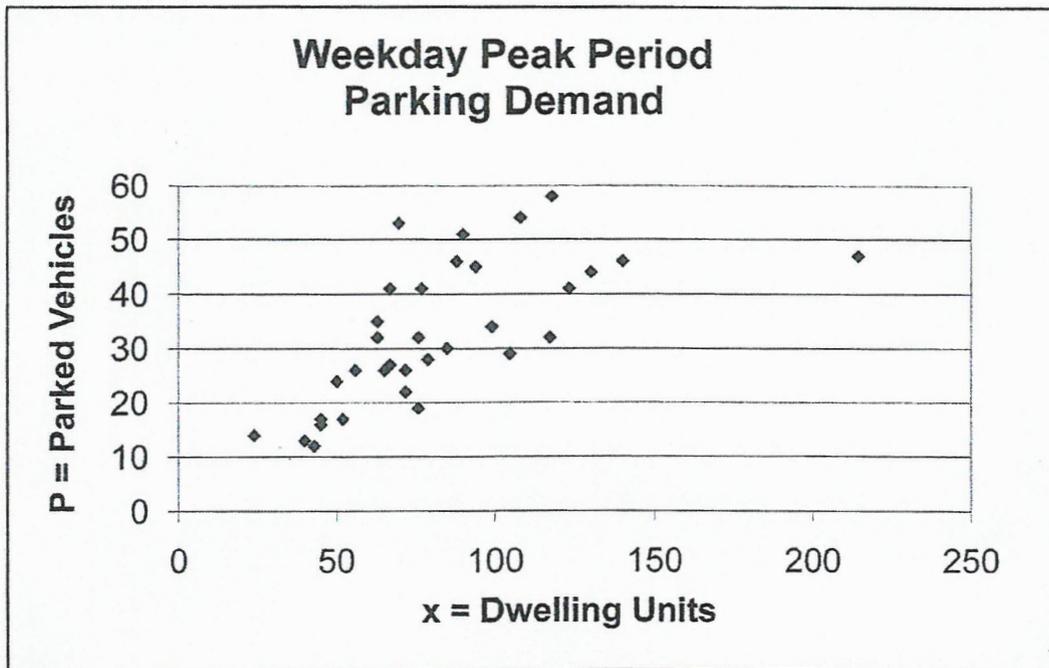
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4-28-16

# Land Use: 254 Assisted Living

## Average Peak Period Parking Demand vs. Dwelling Units On a: Weekday

Statistic	Peak Period Demand
Peak Period	9:00 a.m.–3:00 p.m.
Number of Study Sites	33
Average Size of Study Sites	82 dwelling units
Average Peak Period Parking Demand	0.41 vehicles per dwelling unit
Standard Deviation	0.12
Coefficient of Variation	29%
95% Confidence Interval	0.37–0.46 vehicles per dwelling unit
Range	0.22–0.76 vehicles per dwelling unit
85th Percentile	0.54 vehicles per dwelling unit
33rd Percentile	0.34 vehicles per dwelling unit

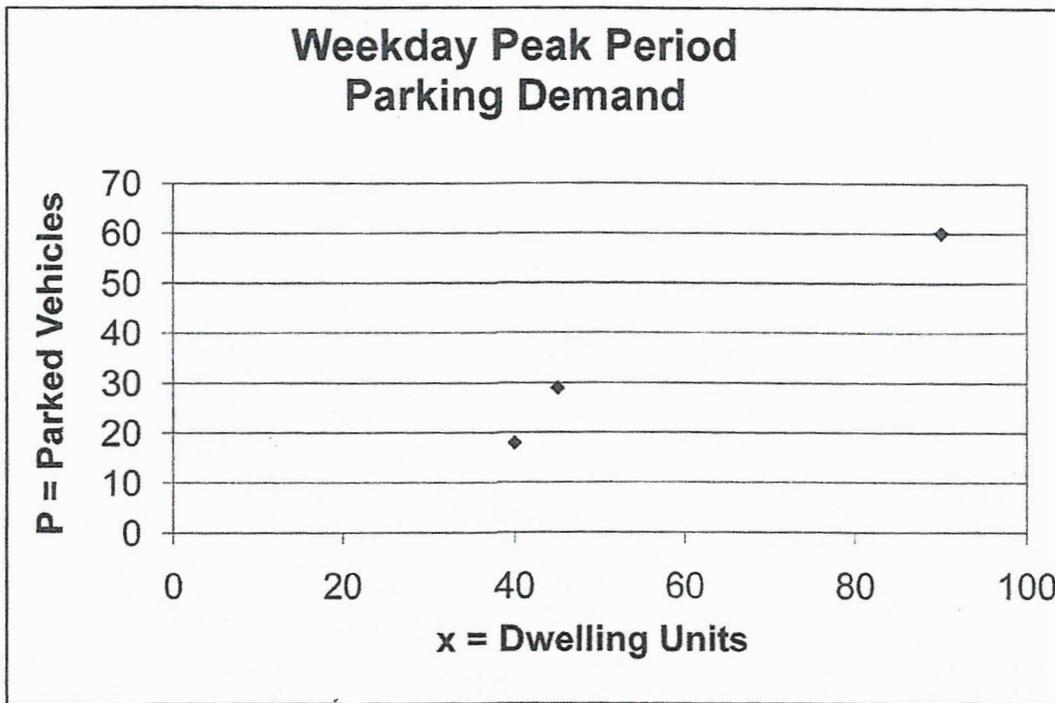


◆ Actual Data Points

# Land Use: 252 Senior Adult Housing—Attached

**Average Peak Period Parking Demand vs. Dwelling Units  
On a: Weekday**

Statistic	Peak Period Demand
Peak Period	11:00 p.m.–5:00 a.m.
Number of Study Sites	3
Average Size of Study Sites	58 dwelling units
Average Peak Period Parking Demand	0.59 vehicles per dwelling unit
Standard Deviation	0.12
Coefficient of Variation	20%
Range	0.45–0.67 vehicles per dwelling unit
85th Percentile	0.66 vehicles per dwelling unit
33rd Percentile	0.58 vehicles per dwelling unit



◆ Actual Data Points