

City of West Linn
PRE-APPLICATION CONFERENCE MEETING
July 17, 2014

SUBJECT: 4-lot Subdivision and Class II Variance at the southeast corner of Salamo Road and Hoodview Avenue.

FILE: PA-14-30

ATTENDEES: Applicants: Mark Britcliffe
Staff: Peter Spir (Planning Department); Khoi Le (Engineering Division) Public Attendee: Gail Holmes

The following is a summary of the meeting discussion provided to you from staff meeting notes. Additional information may be provided to address any “follow-up” items identified during the meeting. These comments are PRELIMINARY in nature. Please contact the Planning Department with any questions regarding approval criteria, submittal requirements, or any other planning-related items. Please note disclaimer statement below.

Project Details

Introduction

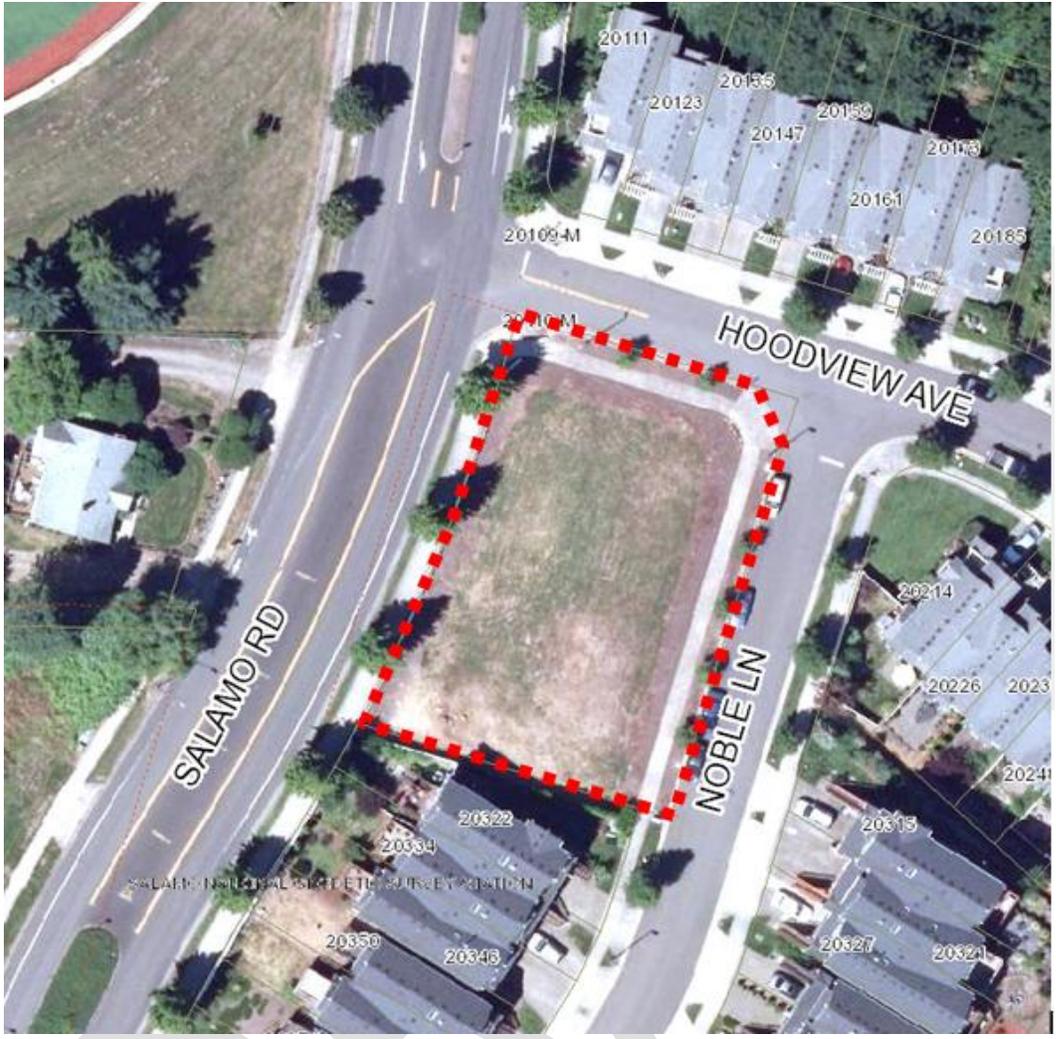
The 17,517 square foot parcel, located at the southeast corner of Salamo Road and Hoodview Avenue, is proposed to be divided into four lots by subdivision. The applicant then plans to build four single family detached homes, each on their own lot with setbacks per the underlying R-3 zone. Their design would be similar to the surrounding townhomes.

The R-3 is a multi-family residential zone with a 3,000 square foot minimum lot size. Single family detached homes are permitted outright.

A Class II Variance is required to modify the driveway separation standards.

Site Analysis

The surrounding land use to the east, south and north is multi-family homes of the Hoodview Townhouse project. These lots range in size from 3,546 square feet for the lot to the south to an average size of 2,200 square feet for most nearby lots. Rosemont Middle School is to the northwest across Salamo Road while a single family home occupies an unincorporated parcel to the west.



The site topography has a modest 6.8 percent slope (from 694 at the south to 684 foot elevation at the north). There are no trees at the site or significant groundcover. No tree inventory will be required. There are no natural hazards or environmental constraints (wetlands etc.) on this property.

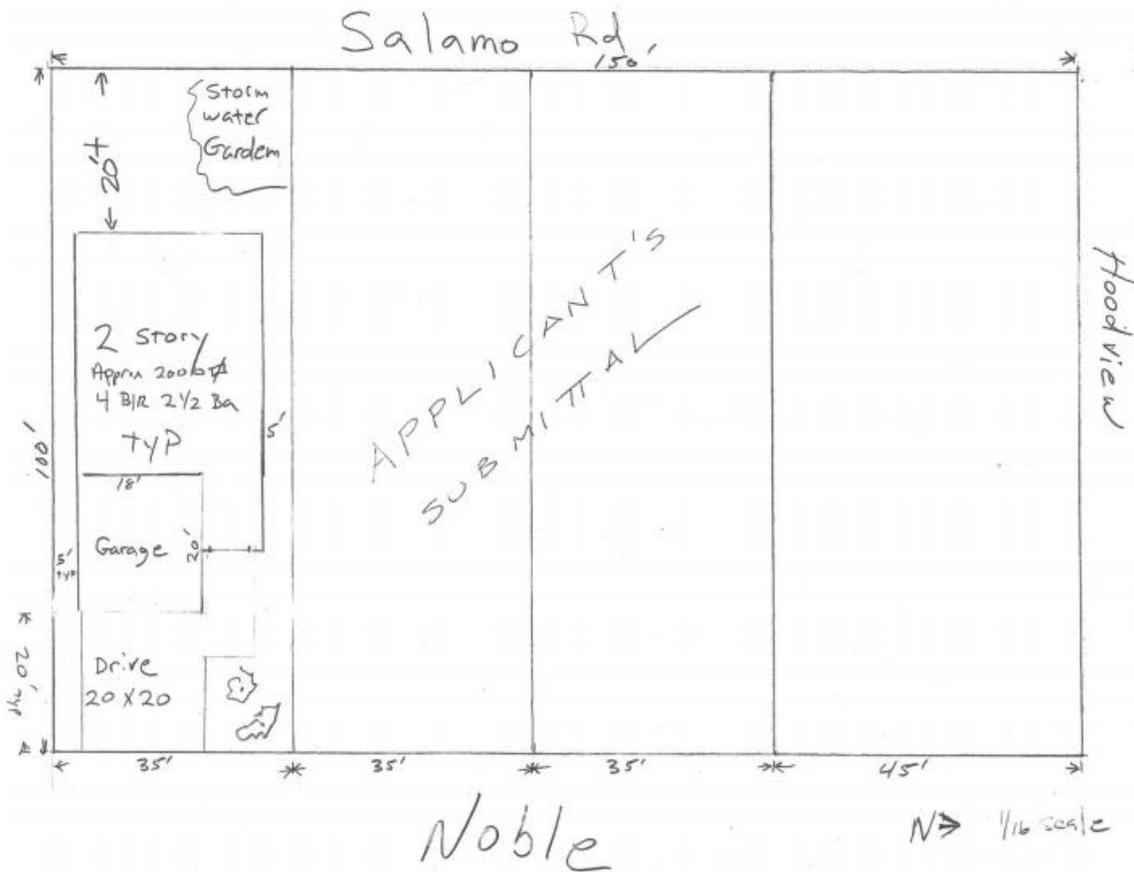
Subdivision

All lots within this proposed subdivision will have to meet the size and dimensional standards of the R-3 zone. The applicant proposes four lots. Three lots would comprise 3,500 square feet (35' W X 100' L) and the lot at the corner would comprise 4,500 square feet (45' X 100' L). The R-3 minimum lot width of 35 feet is met. The minimum lot depth of 75 feet is also met.

The subject lot was created by partition plat 1997-144 for a potential reservoir site and was not incorporated into the surrounding Salamo Terrace subdivision which was used for the development of the Hoodview Townhomes. Although, the owner of the

partition plat agreed to dedicate right of way towards Salamo Road, there was no subsequent ROW dedication when the townhomes were developed. Consequently, and inexplicably, part of Hoodview Avenue and Noble Lane along with all portions of abutting curb, planter strip and sidewalk were constructed within this lot and not within the public ROW. A 1999 easement was conveyed to the City in an alignment coinciding with the constructed sidewalk; however, the easement is only described as a utility easement and does not allow for use of the sidewalk. Also, a 2005 dedication (2005-095473) of ROW was made near the intersection of Hoodview Avenue and Noble Lane but it did not extend to cover all the actual physical improvements (e.g. part of the street radius at the Hoodview Avenue and Noble Lane intersection, curb, planter strip and sidewalk).

As a result, the applicant should anticipate that a condition of the subdivision would be that dedication or a combination of dedication and easement shall be provided to cover the street, curb, planter strip and sidewalk improvements.



Design Review

Design review is not required for single family detached homes per 55.025 (C). Nonetheless, it would be beneficial, although optional, if the applicant's design is respectful of the surrounding architecture including the use of overhanging eaves, knee brackets, shingles in gable end areas, four inch window trim, roof line variations, use of earth tone colors with contrasting trim colors and variations in color schemes from unit to unit, etc. The applicant should also be mindful of the applicable lot coverage standards, floor area ratios, building height of CDC 15.070 and sidewall provisions of chapter 43.

The standard setbacks of the R-3 zone apply but there is also an allowance under Chapter 38.060 (F) for unenclosed front porches to encroach a further five feet into the front setback.

Class II Variance for Driveway Separation

Subdivision approval criterion 85.200(B) (4) requires access to lots in conformance with Chapter 48: Access. In that chapter, 48.025(B) (6) requires that newly created driveways be per Chapter 8 of the Transportation System Plan (TSP). In Chapter 8 is Table 8-3: Access Spacing Standards for City Street Facilities which requires a 50 foot separation between all private driveways on local residential streets. Passed in 2009, this standard is unworkable and would have burdened the majority of West Linn's households with costly and unnecessary Class II variances if these provisions had been in place 20 years ago. None of the surrounding Hoodview Townhomes meets this standard. Indeed, with a 16 foot minimum driveway and wings width, no lot in the City with a lot frontage width of less than 66 feet can meet the standard. This standard is expected to encumber many future applications; even for existing undeveloped lots of record.

Staff discussed the possibility of two shared driveways for this application. The driveways would be a minimum 20 feet wide with three foot wings on each side for a total width of 26 feet. Even by sharing driveways, the width between them would be 44 feet, which is six feet shy of the standard.

Therefore, the applicant is obliged to respond to the submittal requirements and approval criteria of CDC Chapter 75: Variances. Specifically, the applicant must meet the Class II variance standards. Staff will support this variance.

Engineering Comments:

Traffic Impact Analysis

According to 85.170 (B) (2), a Traffic Impact Analysis is not required because the four additional households will not trigger any of criteria of that section.

Right of Way and Dedication:

Hoodview Dr. and Noble Ln. are local streets. ROW for Local Street varies between 48-52-56 feet. The current curb and sidewalk on both of these streets may be located inside the property line. In accordance with Hoodview Subdivision As-Built, the current right of way is 42'. A 10' dedication will be required as shown on As-Built.

Salamo Rd. is Minor Arterial. ROW for Arterial Street varies between 60-72 feet. From GIS snap map, the current ROW of Salamo Road along the project front varies between 66' and 95'. Dedication along Salamo Road will not be required.

Pavement Improvement:

The street pavement structure on both Hoodview Dr. and Noble Ln do not meet City's current PW Standards and Specifications. The As-Built shows 3" of asphalt pavement over 10" of rock. Current Standards requires 4" of asphalt pavement over 12" of rock. Pavement improvement will be required. Since there will be utility(s) extension required, there are variety of options to handle street improvement. Work directly with Engineering Division on the most efficient option but at the same time meeting code requirements.

Pavement on Salamo Rd. has recently been improved; no pavement improvement will be required.

Street Lighting:

An illumination analysis of existing street lights along Salamo Rd., Hoodview Dr., and Noble Ln will be required. Additional street lights may be required depending upon whether or not the existing illumination meeting City's current PW Standards and Specifications.

Storm Drainage

Stormwater treatment will be required when 500 square feet of new impervious area created.

Stormwater detention will be required when 5000 square feet of new impervious area created.

Each single lot can utilize the option of installing a rain garden onsite. Overflow from rain garden can be connected to street curb via weep holes if elevation permitted. Public storm main may be required as needed.

Sanitary Sewer

No public sanitary sewer main along Noble Ln. for connection. A public sanitary sewer extension will be required. There is an existing public sanitary sewer main located on Hoodview Dr. for connection.

Water

There are 6 services installed in Noble Ln. along the project frontage ready to serve the development. If only 4 needed, the other 2 will need to be abandoned.

SDCs

Development will be subject to all SDC fees: street, bicycle, pedestrian, storm water, waste water, domestic water, and parks.

ACCESS

There is a 35 foot required driveway setback from the Noble Lane/Hoodview Avenue ROW intersection. See "Variance" discussion above for more driveway separation discussion.

PROCESS

A formal meeting (e.g. CDC section 99.038) with the Parker Crest Neighborhood Association is required for a subdivision. You must follow the steps explained in section 99.038 explicitly. Please contact the NA president, Bill Relyea at ParkerCrestNA@westlinnoregon.gov

The subdivision requires a full and complete response to the submittal requirements and approval criteria of CDC Chapter 85 Land Division. A Class II Variance is required per CDC Chapter 75.

N/A is not an acceptable response to the approval criteria. The submittal requirements may be waived but the applicant must first identify the specific submittal requirement and request, in letter form, that it be waived by the Planning Director and must identify the specific grounds for that waiver. Prepare the application and submit it to the Planning Department with deposit fees. The application form must be signed by the property owner.

A subdivision has a deposit fee of \$4,200 plus \$200 per lot. There is an additional \$2,000 final plat review fee. A Class II Variance has a fee of \$2,900. Staff bills hours against the deposit fee and returns any surplus at the conclusion of the process, regardless of whether it is approved or denied. If the application is more complex and time consuming, the applicant will be billed above and beyond the deposit fee that has been received.

Once the application and deposit fees are submitted, the City has 30 days to determine if the application is complete or not. Most applications are incomplete, usually due to inadequate responses to approval criteria or lack of sufficient engineering information

on the drawings. The applicant has 180 days to make it complete, although usually it is complete within three months of the original submittal. Once complete, the City has 120 days to exhaust all local review and appeals. Staff will schedule the Planning Commission hearing about 4-6 weeks after completeness determination. In the event of an appeal, the review body is the City Council. Subsequent appeals go to LUBA.

Typical land use applications can take 6-10 months from beginning to end.

DISCLAIMER: This summary discussion covers issues identified to date. It does not imply that these are the only issues. The burden of proof is on the applicant to demonstrate that all approval criteria have been met. These notes do not constitute an endorsement of the proposed application. Staff responses are based on limited material presented at this pre-application meeting. New issues, requirements, etc. could emerge as the application is developed. Also note that these notes have a limited “shelf life” in that changes to the CDC standards may require a different design or submittal. Pre-application reviews are only valid for 18 months. A new pre-application conference would have to be scheduled once that period lapses.

Preap-sumry- 4 lot subdivision Hoodview and Salamo.









Address is approximate



