

City of West Linn
PRE-APPLICATION CONFERENCE MEETING
October 2, 2008

SUBJECT: Two 4-unit apartment buildings at 2170 13th Street

ATTENDEES: Applicants: Joe Mitchoff, Mike Mitchoff Staff: Tom Soppe
(Planning Department); Khoi Le (Engineering Division); Sam
Foxworthy (Public Works)

*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

The applicant proposes two four-unit townhouse-style multi-family buildings on a parcel that already includes a duplex, which will remain. The parcel has 35,161 square feet and is in the R-2.1 zoning district. With 10 units total, there will be approximately 3,516 square feet per unit. This is acceptable as each duplex unit requires at least 3,500 square feet of parcel land and each multi-family unit requires at least 2,100. The proposal complies with the appropriate setback requirements of 16.070. There is no FAR limit in this zone for multi-family projects, and lot coverage appears to be under 50% in terms of the footprints of the new buildings and the existing building, so 16.070 appears to be satisfied overall. Chapter 43 only applies to duplexes and single-family structures, so the side wall requirements of this chapter do not apply to the new buildings proposed.

The applicant owns this parcel and the adjacent parcel at 2150 13th Street. 2170 wraps around 2150 on the north and west. The existing duplex is at the front of 2170, along 13th Street in the parcel’s northeast section. The two new buildings are proposed along the west flank of the parcel. Access would be from a circular driveway that connects with 13th Street on this parcel (north of the existing duplex) and on 2150, south of the existing house on 2150. An access easement will be placed across 2150 to allow placement of the driveway on this parcel. The land slopes to the southwest, and a storm water planter box is proposed for storm water treatment south of the proposed buildings.

13th Street dead ends at I-205 just south of the site. The site connects to the street system via the intersection of 13th with Blankenship Road, approximately 1 block north. Other R-2.1 zoned properties lie to the west and northwest. Those along Virginia Lane consist of townhouse single family units, while those along 13th Street and Blankenship Road contain other single-family detached and duplex units. There are two lots bordering 13th just to the north that are zoned Mixed Use (MU). I-205 lies to the south, and a very small

city-owned property also zoned R-2.1 lies between 2150 and I-205. Across 13th Street is the rear of the River Falls Shopping Center, which is zoned General Commercial (GC).

The proposal appears compliant with 46.050. Parking areas should be less than 5% grade. Accessible parking is met since there is no specific visitor/public parking, only unit parking. No visitor spaces are needed as there will be 10 units total, which would require 3 spaces, but there is over 54 feet of frontage on a street where parking is allowed (46.090[3][e]). This confirms the applicant's question about whether the "accessible" parking is there as "unit" parking for any disabled resident or visitor to a unit. Also confirmed is the applicant's assertion about bicycle parking. The proposal appears compliant with 48.030. There will have to be 45 degree turning radii on curves. Staff agrees that because there are 8 new units with 2 existing, this is a project of 8 units and the shared outdoor recreation section of Chapter 55 does not apply.

The storm water treatment facility design, if sized properly, shall be able to meet Chapter 33 criteria. To the north, there has been a longstanding problem of properties on 13th and/or Blankenship draining to properties on Virginia Lane. Because of this, the City may propose, at the City's expense, that the sanitary sewer easement proposed by the applicant along the west end of the site also be used for a new storm drain line, taking these properties' drainage to the ditch along I-205. The solid waste provision proposed by the applicant in the applicant's questions appears to be compliant with code. Half street improvements are mandatory. Applicant should provide as much architectural variation as possible.

Because the proposal adds 8 new dwelling units to a cul-de-sac that already has 7 dwelling units (8 if you count the driveway to Blankenship Road), a Class II Variance is needed. Per CDC 85.200(A)(11), cul-de-sacs shall "serve no more than 12 dwelling units, unless by variance per CDC Chapter 75." CDC 55.100(I)(1) states, "Streets shall be installed per Chapter 85 standards", so this provision of Chapter 85 does apply.

ENGINEERING REVIEW AND COMMENTS

For the 10 lot subdivision, followings are general comments on the requirements for street and utility improvements.

STREET IMPROVEMENT

1. Existing Conditions:

- 13th Street Classification: Local Street
- Current ROW Width: 50'
- Current Pavement Width: Varies between 26'-28'
- Sidewalk, curb & gutter: On opposite side

2. Required Improvements:

- Dedication: 2'

- Pavement Width: From Center of the ROW to face of curb
- Sidewalk: 8'
- Two curb cuts on the same lot shall be 30' away from one another.

Half street improvement shall consist of providing 16' wide pavement & bringing current pavement section to current standard along the project frontage and providing curb & gutter, planter strip and sidewalk.

STORM IMPROVEMENT

1. Existing Conditions:
 - 18" public storm system is available along 13th Street for connections.
2. Required Improvements:
 - Collect and treat street and sidewalk run-off along your project frontage.
 - Provide treatment for the onsite development.
 - Provide detention if the development creates more 5,000 square feet of new impervious area.
 - Pollution control manhole shall be installed to collect sediments from street run-off before discharging into the water quality/detention pond.
 - Provide storm drainage report.

SANITARY SEWER IMPROVEMENT

1. Existing Conditions:
 - 8" public sanitary sewer system is available along 13th Street for connections.
2. Required Improvements: None

WATER IMPROVEMENT

1. Existing Conditions:
 - 6" CI public water system is available along 13th Street for connections.
2. Required Improvements:
 - Water meters shall be located along 13th Street.
 - Double check detectors shall be required for irrigation and fire line.

FRANCHISE UTILITY, STREET TREE, AND STREET LIGHT

1. Existing Conditions:
 - Street lights are in placed on the opposite side of the street. No overhead utilities along the project frontage.

2. Required Improvements:

- All new utilities shall be underground.
- Street trees are required.

Process

A neighborhood meeting is required for any multi-family application per 99.038 (despite language in 55.070 saying it is only required for multi-family projects of more than 10 units), and the applicant should schedule and conduct a neighborhood meeting pursuant to CDC Section 99.038. Follow the requirements exactly. The Willamette Neighborhood Association meets on the second Wednesday of each month. Contact the NA president, Beth Kieres, at 503-722-1531 or kieres@comcast.net.

The next step is full and complete response to the submittal requirements and approval criteria of CDC Chapter 55 Design Review and Chapter 75 Variance. 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 to the Planning Department with deposit fees.

The deposit fee for Class II Design Review varies based on the scope of the project. For projects with a construction value of less than \$500,000, the deposit is 4% of the construction value (with a minimum of \$1000, and a maximum of \$8000). For projects with a construction value above \$500,000, the deposit is \$4000 plus 4% of the construction value (\$20,000 maximum deposit). The deposit fee for Class II Variance is \$1,800. 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.

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.

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