

City of West Linn
PRE-APPLICATION CONFERENCE MEETING
Notes
June 3, 2010

SUBJECT: Installation of roof above patio attached to house at 18444 Nixon Avenue, in Flood Management Area

ATTENDEES: Applicants: Bjorn Nordquist, Matthew Magana
Staff: Tom Soppe (Planning Department)

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 a roof extension of the existing house over the existing rear patio. Per City GIS this area of the property is located in the FEMA 100-year floodplain. Therefore the proposals require a Flood Management Area permit to be approved before a building permit is issued. Per Community Development Code (CDC) 27.020, "A flood management area permit is required for all development in the Flood Management Area Overlay Zone." All areas in the 100-year floodplain are part of the Flood Management Area Overlay Zone.

While a separate overlay, the Willamette River Greenway overlay, covers part of the lot further east along the river, the proposed development is not in this part of the lot and is not in a Metro-designated habitat conservation area. Therefore a Willamette River Greenway permit appears unnecessary.

The part of the property where development is proposed is within the transition area of the wetland downhill by the river as well. The site plan submitted for the pre-application conference indicated that the patio would be expanded to the north and south. If the patio is extended more than 10 feet laterally or towards the bank at all, this would require a Water Resources Area permit (which would likely not be approved as it is not necessary development in the transition area). However the applicant's representative confirmed verbally at the pre-application conference that patio expansion is no longer part of the applicant's plans. Revisions to the existing patio, and building the cover over existing parts of the patio, are both exempt from the Water Resource Area permit because these involve no further encroachment into the transition area.

Process

The Flood Management Area permit is required.

No neighborhood meeting is required for a Flood Management Area Permit per CDC 99.038. However, these meetings are always encouraged to solicit public input and make the public more informed of an applicant's plans. If the applicant decides to present at a neighborhood meeting, contact Thomas Boes, Robinwood Neighborhood President, 503-699-6112 or presidentrna@gmail.com. If the applicant presents at a NA meeting, the applicant is required to provide the neighborhood association with conceptual plans and other material at least 10 days prior to the meeting.

The Flood Management Area Permit will require a full and complete response to the submittal requirements per CDC 27.050 and approval criteria of CDC 27.060, 27.070, and 27.080. These include a site plan, pre-alteration site information, a topographic map, and the lowest floor elevation for all existing and proposed building footprints, as well as the criteria response narrative, the Development Review Application Form, and the deposit (see below). The CDC is online at <http://westlinnoregon.gov/planning/community-development-code-cdc>.

Submittal requirements may be waived. For this, 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. The waiver may or may not be granted by the Planning Director.

N/A is not an acceptable response to the approval criteria. Prepare the application and submit to the Planning Department with deposit fees and signed application form.

The deposit for Flood Management Area Permit is \$1,050. Any cost overruns will result in additional billings. Once the submittal is deemed complete, the Planning Director will send out public notice of the pending decision then render a decision in two to four weeks. The decision may be appealed by the applicant or anyone with standing to City Council, requiring at least one City Council hearing.

Pre-application notes are void after 18 months. After 18 months with no application approved or in process, a new pre-application conference is required.

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.

PRE-APPLICATION MEETING SIGN-IN SHEET

PA# 10-16

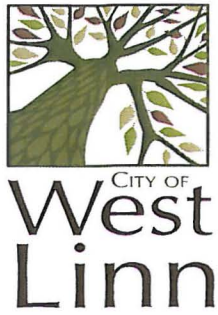
DATE: 6-3-10

NAME	ADDRESS	E-MAIL	AFFILIATION
Bjorn L. Nordquist	8850 SE 76 th Dr PHd 97206	bjornn@landscapeeast.com	Builder for homeowner
MATTHEW MASANA	20195 S. Criswell Rd	emdesign@ccwebster.net	Project Designer

PLANNING 75

ENGINEERING _____

PARKS _____



LAND USE PRE-APPLICATION CONFERENCE

Thursday, June 3, 2010

City Hall
22500 Salamo Road

Willamette Conference Room

10:00am Flood management area permit for addition of roof structure on patio in 100 year flood plain.

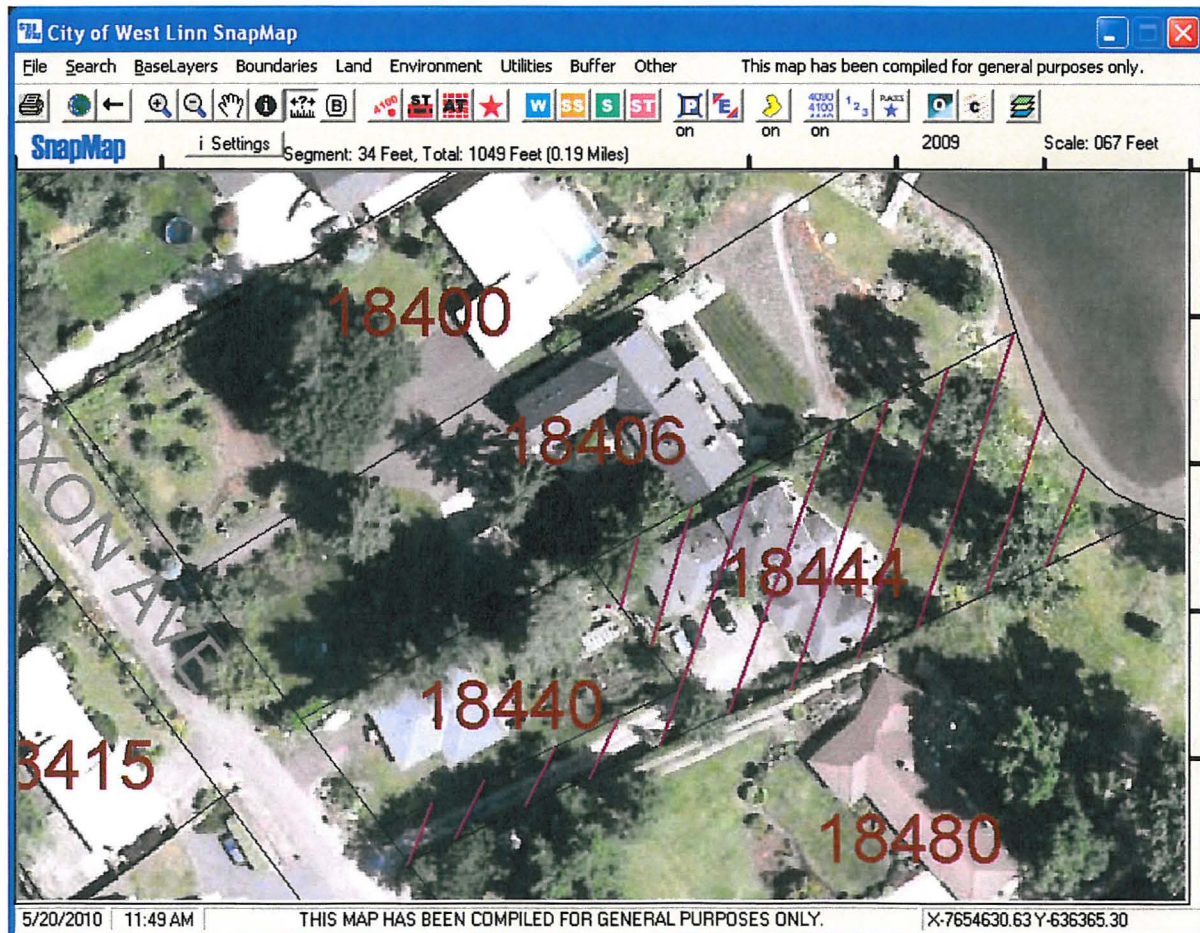
Applicant: Landscape East & West

Subject Property Address: 18444 Nixon Ave.

Neighborhood Assn: Robinwood

Planner: Tom Soppe

Project #: PA-10-16





PRE-APPLICATION CONFERENCE

THIS SECTION FOR STAFF COMPLETION		
CONFERENCE DATE: <u>6/3/10</u>	TIME: <u>10AM</u>	PROJECT #: <u>PA-10-16</u>
STAFF CONTACT: <u>TOM SOPPE</u>		FEE: <u>350</u>

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): 18444 Nixon Ave West Linn, OR

Brief Description of Proposal: Installation of an attached roof structure to rear of home.

Applicant's Name: Landscape East & West BJORN NORDQUIST
 Mailing Address: 8850 SE 76th Dr. Portland, OR 97206
 Phone No: (503) 256.5302 Email Address: bjornn@landscapeeast.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:

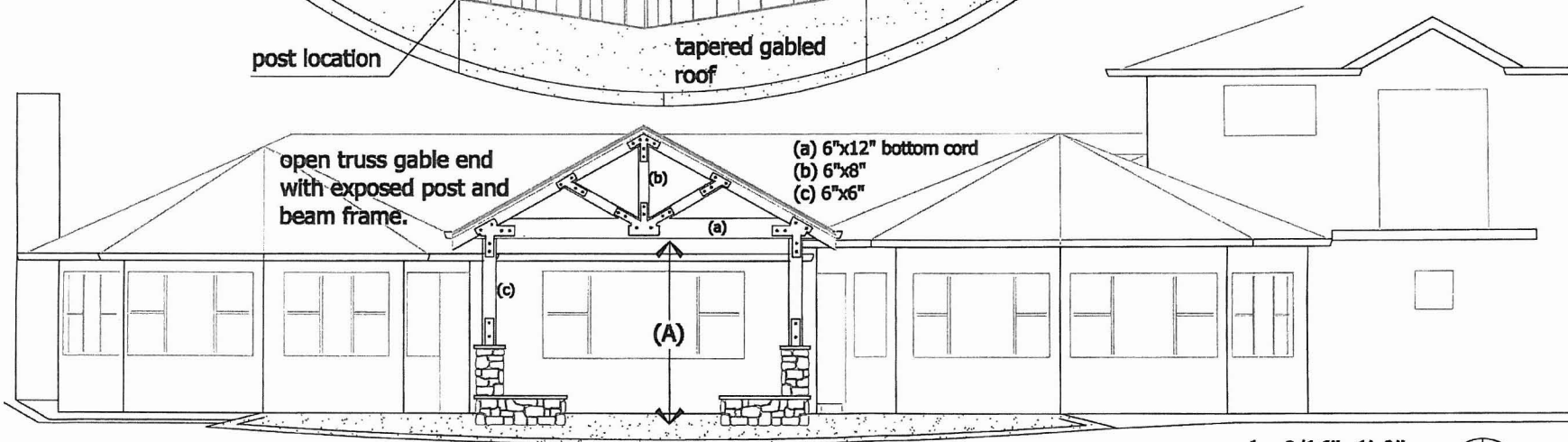
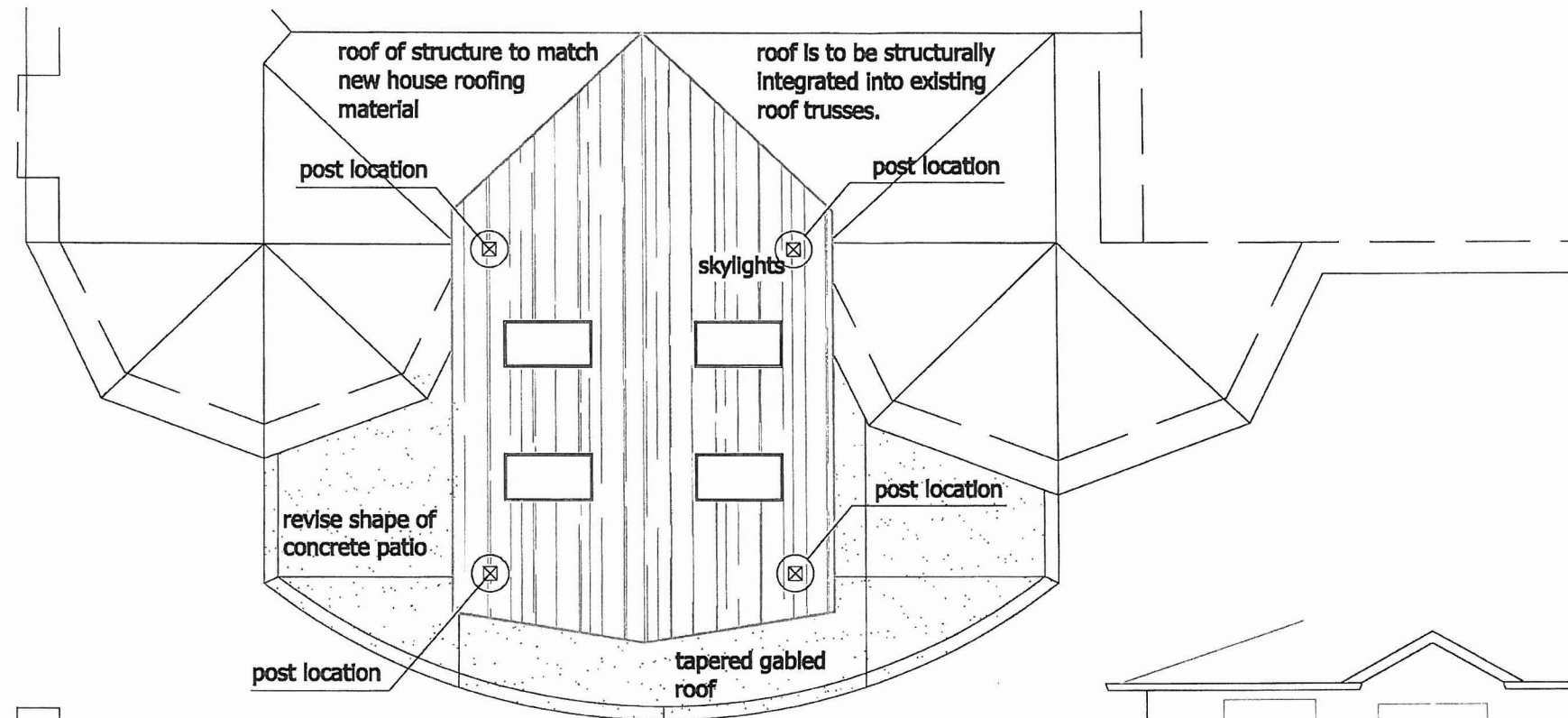
- North arrow
- Scale
- Property dimensions
- Streets abutting the property
- Conceptual layout, design and/or building elevations
- Access to and from the site, if applicable
- General location of existing trees
- Location of creeks and/or wetlands
- Location of existing utilities (water, sewer, etc.)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

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.

Craig R. Tarcabrey 5/19/10
 Property owner's signature Date

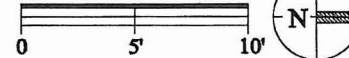
18444 Nixon Ave West Linn, OR
 Property owner's mailing address (if different from above)



masonry seat wall and post base foundation is typical of all concept options

(A) height from the bottom of truss to top of concrete patio is approximately 9'-3"

scale: 3/16"=1'-0"



PROJECT:
JACOBSEN RESIDENCE
 18444 NIXON AVE
 WEST LINN, OR

SHEET NAME:
**ATTACHED
 STRUCTURE
 CONCEPT**

DATE: 3-17-10
 DRAWN BY: M.M.M.
 SCALE: 3/16"=1'-0"

L1.0

SHEET:

WILLAMETTE RIVER

Approximately 125'
from property line to rivers edge

99.57'

6' side set-back

proposed covered structure

124.36'

6' side set-back

6' side set-back

gravel driveway

electrical
gas
cable

20' front set back

71.67'

277.19'

PROJECT:

**JACOBSEN
RESIDENCE**
18444 NIXON AVE
WEST LINN, OR

SHEET NAME:

**SITE
PLAN**

LEGAL DESCRIPTION:

Lot 149 CEDAROAK PARK
PLAT NO. 2
City of West Linn
County of Clackamas
State of Oregon

DATE: 5-18-10 REVISION:

DRAWN BY: M.M.M.

SCALE: 1"=20'-0"

SHEET: **L3.0**

152.00'

gravel driveway

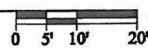
water meter

20.00'

NIXON AVENUE



scale: 1"=20'-0"









PRE-APPLICATION CONFERENCE STAFF CHECKLIST

File # PA- 10-16 Date: 6-3-10

SUBJECT/PROPOSAL:

Proposal: Roof in FMA at 18444 Nixon Ave.

Attendees: Bjorn Nordqvist, Matthew Magaña

STAFF CHECKLIST: Site Analysis

Staff Site Visit? 5-25-10

In 100 year or 1996 flood boundary? Y

In HCA area along Willamette or Tualatin River? N

Wetlands or in Wetland Transition Area? ~~Y~~ - but exempt b/c no further encroach.

In WRA/Drainageway Transition Area? N

Check Storm Water Master Plan (setback from piped storm) NA

Significant Riparian Corridor (100' setback)? N exc. river but exempt see

Steep slopes over 25%? not where const. will occur

Heavily forested or clearly significant trees (20% rule)? No

STAFF CHECKLIST: Zoning and Plan Conformance

Zone of site? R-10

Use allowed outright? Y by prescribed conditions? Y by CUP? Y

Permits required FMA

Is parcel a legal lot of record (burden of proof on applicant)? NA for this ~~already built on this is a lot~~

Previous land use decisions/COAs that limit use of the site? File# N

In Historic Residential District? N

In Historic District Commercial Overlay? N

Historic Landmark Structure? N

Agreement with Neighborhood Plan? Y

Non-Conforming? (setbacks, parking, landscaping, use)? N

TPR addressed? NA

Parks Master Plan checked? (re: trails and pathways) NA