



**PRE-APPLICATION CONFERENCE MEETING**  
**July 1, 2010**

SUBJECT: 1883 6<sup>th</sup> Avenue – Gabled Dormer Addition

ATTENDEES: Applicant: Dean Mackeson, Contractor  
Staff: Sara Javoronok, Associate Planner

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*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 is proposing to add a gabled dormer on the west side of the house at 1883 6<sup>th</sup> Avenue. The roof on the addition will be architectural composition shingle to match the existing roof. The siding will be wood with a profile that will match the existing siding on the rear of the house. The addition will have a single double hung wood window, most likely a Pella or Anderson window. The trim will match the existing trim on the house. The color of the siding and trim will match the existing house. The owner’s long-term plan is to remove the existing cement asbestos siding and restore the exterior wood siding.

**Site Analysis and Site Visit**

Staff identified that the applicant address criteria in the CDC as follows:

- Section 25.060 Criteria for Exterior Alteration and New Construction
- Section 25.070 Approval Criteria for Remodels, New Home and Accessory Structure Construction, specifically 25.070D, 25.070G, 25.070H, 25.070J, and 25.070K.
- Section 25.080 Additional Architectural Specifics for New Construction and Remodeling

The proposed addition will be visible from the public right-of-way. It will not be taller than the existing residence. It is staff’s opinion that the addition will not significantly modify the mass of the house as seen from the right-of-way. There is the potential for

the proposed window to be directly opposite the second floor window on the Cape Cod style residence to the west.

The applicant will submit 11x17 site plans with the application.

**ENGINEERING COMMENTS**

N/A

**STREET IMPROVEMENT**

N/A

**Required Improvement:**

**Current Street and Right of Way conditions:**

Classification	
Existing Right of Way Width	
Existing Pavement Width	
Curb	
Sidewalk	
Planter	
Bike Lane	
Parking	
Others	

**Required Improvement:**

**STORM DRAINAGE IMPROVEMENT**

N/A

**SANITARY SEWER IMPROVEMENT**

N/A

**WATER IMPROVEMENT**

N/A

**DRY UTILITIES**

N/A

**OTHER ISSUES**

N/A

**Miscellaneous**

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. The waiver may or may not be granted by the Planning Director. For the approval criteria, no waivers are allowed. 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 fee for a Minor Remodel Historic District Review is \$00.00 dollars.

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. The Historic District Review is a Historic Review Board decision. In the event of an appeal, the review body is the City Council. Subsequent appeals go to the Land Use Board of Appeals.

***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" of 18 months in that future changes to the CDC standards may require a different design or submittal. Any applications submitted in excess of 18 months from the date of this pre-application conference will require an additional pre-application meeting with the City unless waived by the Planning Director.

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Pre-App - 7/1, info due 6/17 at 4 p.m.

Fee 350<sup>00</sup>



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: <u>7/1/10</u>	TIME: <u>9:00 am</u>	PROJECT #: <u>PA-10-21</u>
STAFF CONTACT: <u>SABA</u>		FEE: <u>350<sup>00</sup></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): 1883 6th Ave.

Brief Description of Proposal: DECK AND ADDITION

Applicant's Name: MACKESON CONST INC  
 Mailing Address: 25450 SWIFTSNARE DR WEST LINN OR 97008  
 Phone No: (503) 515-1584 Email Address: deanmackeson@gmail.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.

Dean Mackeson / \_\_\_\_\_ Date 6/10/10  
 Property owner's signature

1883 6th Ave West Linn OR 97008  
 Property owner's mailing address (if different from above)

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FEE 350<sup>00</sup>



West Linn

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Address of Subject Property (or map/tax lot): 1883 6TH AVENUE WEST LINN 97068

Brief Description of Proposal: FORMER ADDITION

Applicant's Name: MACKESSON CONST INTL  
 Mailing Address: 25450 SWIFTSNORE DR WEST LINN OR 97008  
 Phone No: (503) 515-1584 Email Address: dennmackeson@gmail.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
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- Conceptual layout, design and/or building elevations
- Access to an
- General loca
- Location of c
- Location of e
- Easements (;

Phone: 503.723.9263  
Cell: 503.250.0051  
dave.becker@cwine.com

Dave Becker  
Field Sales Manager  
NW Chains



Constellation Wines U!  
A CONSTELLATION BRANDS COMPAN

1883 6th Avenue  
West Linn, OR 97065

Please list any questions or issues that you may have for city staff

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 6/10/10 Date

1883 6th AVE W. LINN OR 97068  
Property owner's mailing address (if different from above)

CITY OF WEST LINN  
 22500 Salamo Rd.  
 West Linn, OR. 97068  
 (503) 656-4211

PLANNING RECEIPT  
 Receipt: # 935789  
 Date : 06/10/2010  
 Project: #PA-10-21  
 BY: JN

\*\*\*\*\*

NAME : DEAN MACKESON/MACKESON CONSTRUCTION

ADDRESS : 25450 SWIFTSORE DR

CITY/STATE/ZIP: WEST LINN OR 97068

PHONE # : 515-1584

SITE ADD. : 1883 6TH AVE

\*\*\*\*\*

TYPE I HOME OCCUPATIONS		HO	\$	
PRE-APPLICATIONS	Level I (X), Level II ( )	DR	\$	350.00
HISTORIC REVIEW	Residential Major ( ), Minor ( ), New ( )	DR	\$	
	Commercial Major ( ), Minor ( ), New ( )			
SIGN PERMIT	Face ( ), Temporary ( ), Permanent ( )	DR	\$	
SIDEWALK USE PERMIT		DR	\$	
APPEALS	Plan. Dir. Dec. ( ), Subdivsion ( ),	DR	\$	
	Plan Comm./City Coun. ( ), Nbhd ( )			
LOT LINE ADJUSTMENT		LA	\$	
CITY/METRO BUSINESS LICENSE		BL	\$	

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The following items are paid by billing against the up-front deposit estimate.  
 If the amount of time billed to your project exceeds the amount covered by the  
 deposit, additional payment may be required.

DESIGN REVIEW	Class I ( ), Class II ( )	RD	\$	
VARIANCE	Class I ( ), Class II ( )	RD	\$	
SUBDIVISION	Standard ( ), Expedited ( )	RD	\$	
ANNEXATION	"Does Not Include Election Cost"	RD	\$	
CONDITIONAL USE		RD	\$	
ZONE CHANGE		RD	\$	
MINOR PARTITION		RD	\$	
MISCELLANEOUS PLANNING		RD	\$	
Boundary Adjustments	( )			
Modification to approval	( )	Water Resource		
Code Amendments	( )	Area Protection	( )	
Comp. Plan Amendments	( )	Street Vacations	( )	
Temporary Permit Admin.	( )	Easement Vacations	( )	
Temporary Permit Council	( )	Will. River Greenway	( )	
Flood Management	( )	Tualatin River Grwy.	( )	
Inter-Gov. Agreements N/C	( )	Street Name Change	( )	
Alter Non-Conforming Res.	( )	Code Interpretations	( )	
Alter Non-Conforming Comm.	( )	Type II Home Occ.	( )	
Measure 37 Claims	( )	Planned Unit Dev. PUD	( )	
TOTAL REFUNDABLE DEPOSIT		RD	\$	0.00
GENERAL MISCELLANEOUS Type:		PM	\$	
*****				
TOTAL	Check # 13185      Credit Card ( )      Cash ( )		\$	350.00