



PRE-APPLICATION CONFERENCE MEETING

October 21, 2010

SUBJECT: 1697 6th Avenue – Rear Dormer Addition

ATTENDEES: Applicants: Mike Osterman, Osterman Designs
Bethany Sampson, Owner
Steve Sampson
Staff: Sara Javoronok, AICP, Associate Planner

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 a rear dormer addition to 1697 6th Avenue. The dormer is to have a shed roof that is consistent with the pitch of the front dormer. However, there are several areas of the proposal that do not meet the criteria. Staff recommends modifications to the proposal.

A c. 1970 addition on the west side of the property was recently demolished. This was approved by the Clackamas County Historic Review Board in August 2010.

Site Analysis and Site Visit

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

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

25.070 G. Horizontal Additions. The proposed addition is not compatible with the original design or scale of the structure. The existing front dormer is relatively small in size and does not extend to the side or front elevation of the first floor. The proposed dormer addition is much larger, and while it is set back from the side elevation, it

extends to the wall of the rear elevation. Staff recommends setting the dormer back from the wall of the rear elevation. This change would make it more compatible with the original design and scale of the structure.

25.070 H. Windows. The applicant needs to identify the type of windows for the proposed addition. Wood windows are preferred. Staff recommends submitting a cut or spec. sheet for the proposed windows. The applicant must identify that there will be trim at least 4.5 inches wide or that the trim will otherwise be compatible with the structure.

In addition, as discussed during the meeting, the in-kind replacement of windows (i.e. wood to wood, or a metal replacement to wood, if wood was the original material) is permitted per 25.100 F. These alterations need to be approved by Planning Staff, but do not need Historic Review Board approval. Staff recommends that historic windows are only replaced if they cannot be repaired. Alterations of the opening size of a window require Historic Review Board approval. Staff also recommends consulting with the Building Official to see if a permit is needed.

The previous owner agreed to replace the existing 6/6 light window on the west elevation with a 1/1 light or 9/1 light window by October 29, 2010. If this is not to be the case, please submit in writing by this date what the plans are for the replacement of the 6/6 light window. Staff will approve a 9/1 or 1/1 wood window with the proportions of the second floor windows or the proportions as seen in the historic photograph. **Any other changes will need Historic Review Board approval.**

25.070 J. Siding and exterior finish. The applicant needs to identify that the siding on the proposed addition will be wood.

In terms of the bracing, staff does not recommend adding features that do not have a historical basis, and it does not appear that this house had similar bracing or brackets. However, adding them will provide some structural support. If the applicant chooses to add them, staff recommends rehabilitation of the existing bracing and replacement of the missing bracing. Staff also recommends a smaller bracket than that proposed on the submitted elevations.

25.070 K. Roofscape. Please identify the type of roofing material for the proposed addition.

Please submit a set of plans with a measurable scale or a full-sized set of plans. If submitting full-size plans, there must also be a set of plans that is 8.5 x 11 or 11 x 17.

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 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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Steve Sampson			parent of owner