



LAND USE PRE-APPLICATION CONFERENCE

Thursday, February 17, 2011

City Hall
22500 Salamo Road

Willamette Conference Room

9:00 am

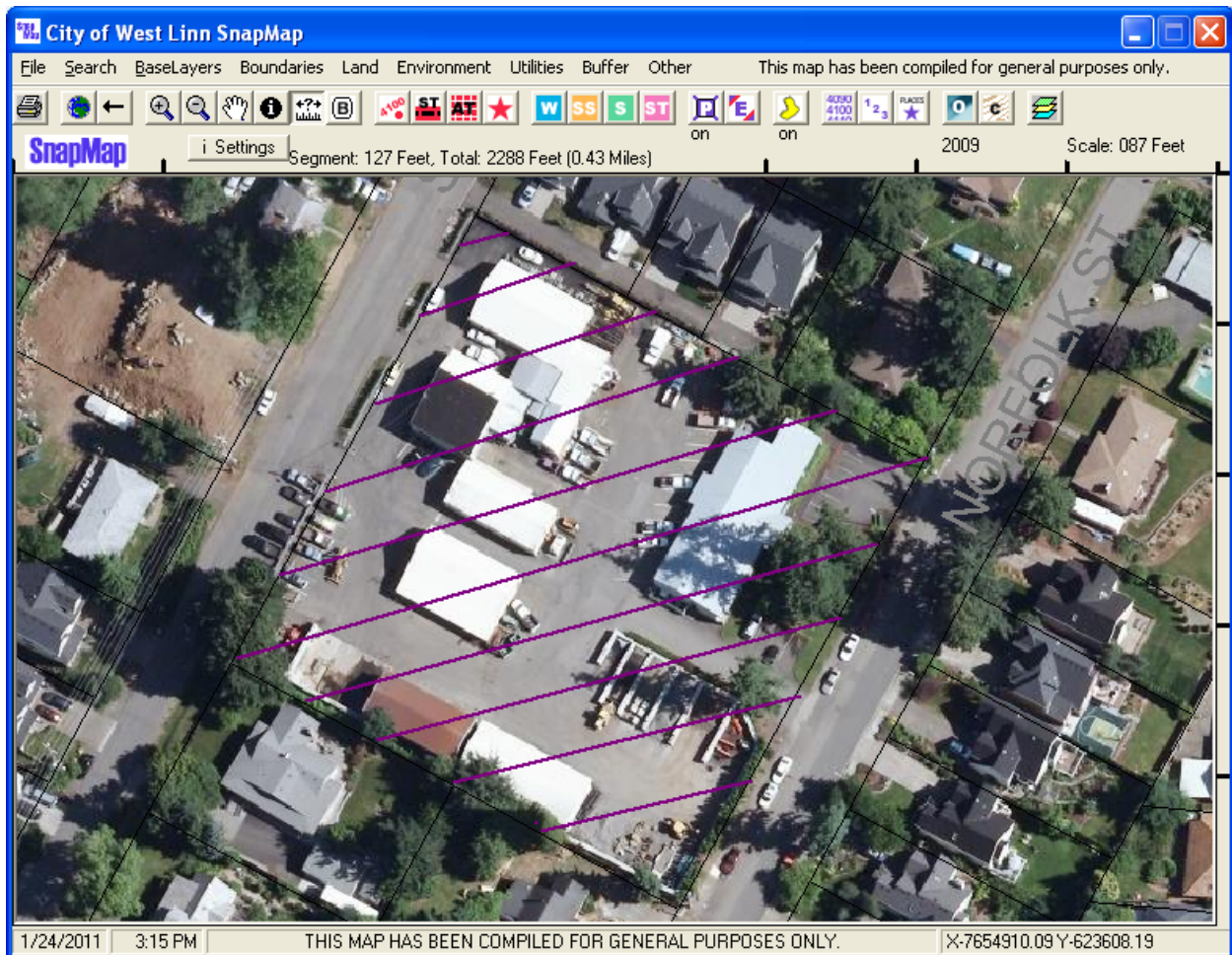
Applicant: City of West Linn Public Works Operations

Subject Property Address: 4100 Norfolk St

Neighborhood Assn: *Sunset and BHT*

Planner: Tom Soppe

Project #: PA-11-02





PRE-APPLICATION CONFERENCE

THIS SECTION FOR STAFF COMPLETION		
CONFERENCE DATE: <u>2/17/11</u>	TIME: <u>9 AM</u>	PROJECT #: <u>PA-11-02</u>
STAFF CONTACT: <u>Tom Soppe</u>		FEE: <u>N/A</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): 4100 Norfolk Street (West Linn Public Works OPS/Parks Complex)

Brief Description of Proposal: Two - 3,000 gallon above ground fuel tanks (replacing one - 500 gallon above ground fuel tank. Covering with roof an area 20' x 40' that is already impervious area (no new impervious). Adding to previously submitted 28' x 48' covered vehicle parking application)

Applicant's Name: Mike Cardwell

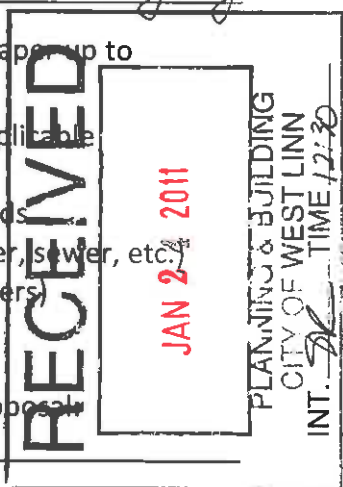
Mailing Address: 4100 Norfolk St. West Linn, OR 97045

Phone No: (503) 656-6081 Email Address: mcardwell@westlinnoregon.gov
or City ext. 2108

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:



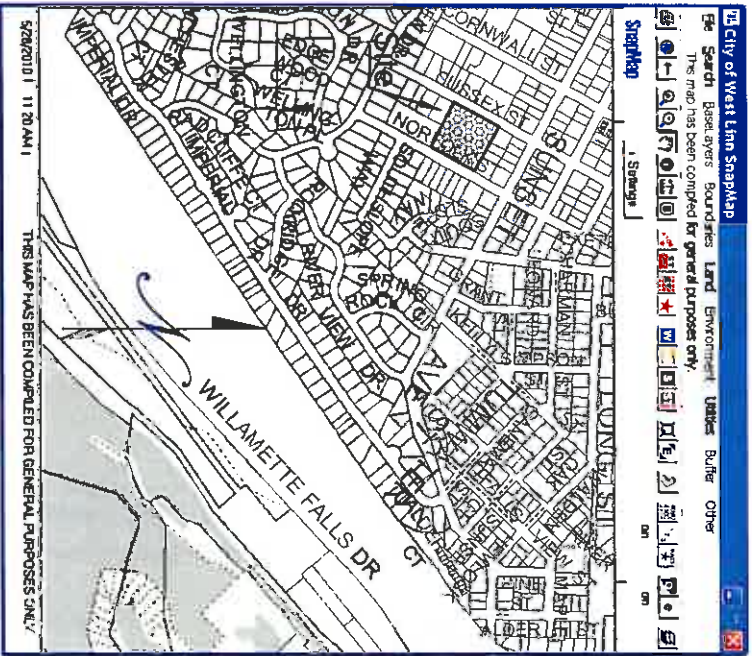
By my signature below, I grant city staff right of entry onto the subject property in order to prepare for the pre-application conference.

[Signature]
Property owner's signature

1/24/2011
Date

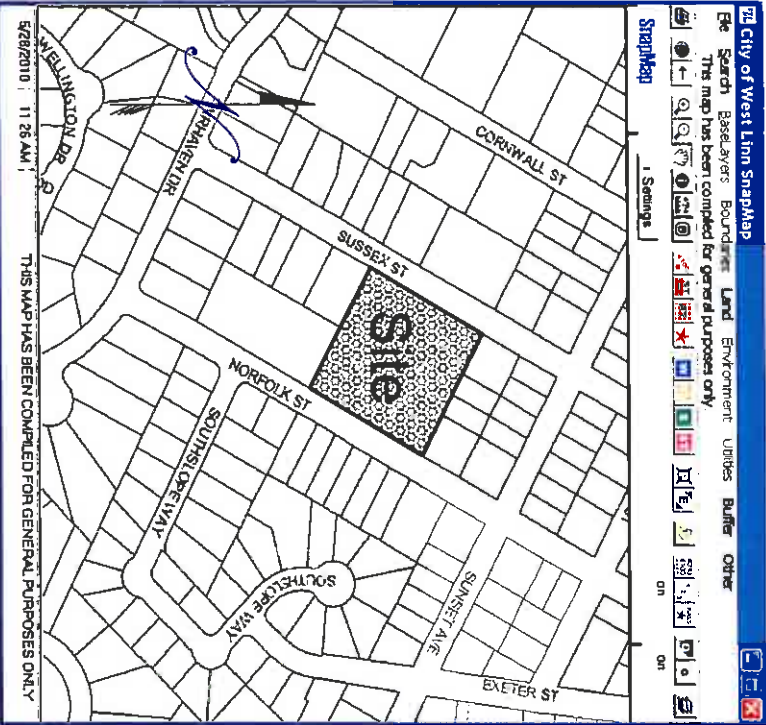
dwright@westlinnoregon.gov
Property owner's mailing address (if different from above)

Conditional Use Permit and Design Review for an 3,144 SF Covered Parking Building



Index of Drawing:

- Sheet 1: Cover Sheet / Vicinity Map / Index of Drawing
- Sheet 2: Aerial Photography
- Sheet 3: Existing Conditions
- Sheet 4: Preliminary Site Plan
- Sheet 5: Conceptual Structural Elevation Plan
- Sheet 6: Site and Adjoining Properties Structures and Setbacks



Site Information:

Applicant: Mike Cardwell (503)-656-6081
 Site Legal Description: Taxlot 8100; Tax Map 21E 36BA
 Size: 2.1 Acres
 Location: 4100 Norfolk Street
 Land-Use District: R-10
 Existing Building Area: +/- 20,650 SF
 Proposed Building Area: +/- 22,000 SF

Utility Providers

Storm Sewer: City of West Linn
 Sanitary Sewer: City of West Linn (Water Environmental Services / Tri-City Water)
 Water: City of West Linn (South Fork Water Board)
 Fire District: Tualatin Valley Fire & Rescue
 Electric: Portland General Electric
 Telephone: Qwest

Project: West Linn Public Works Covered Parking Building
Address: 4100 Norfolk Street, West Linn, Oregon 97045
Cover Sheet / Vicinity Map / Index of Drawings



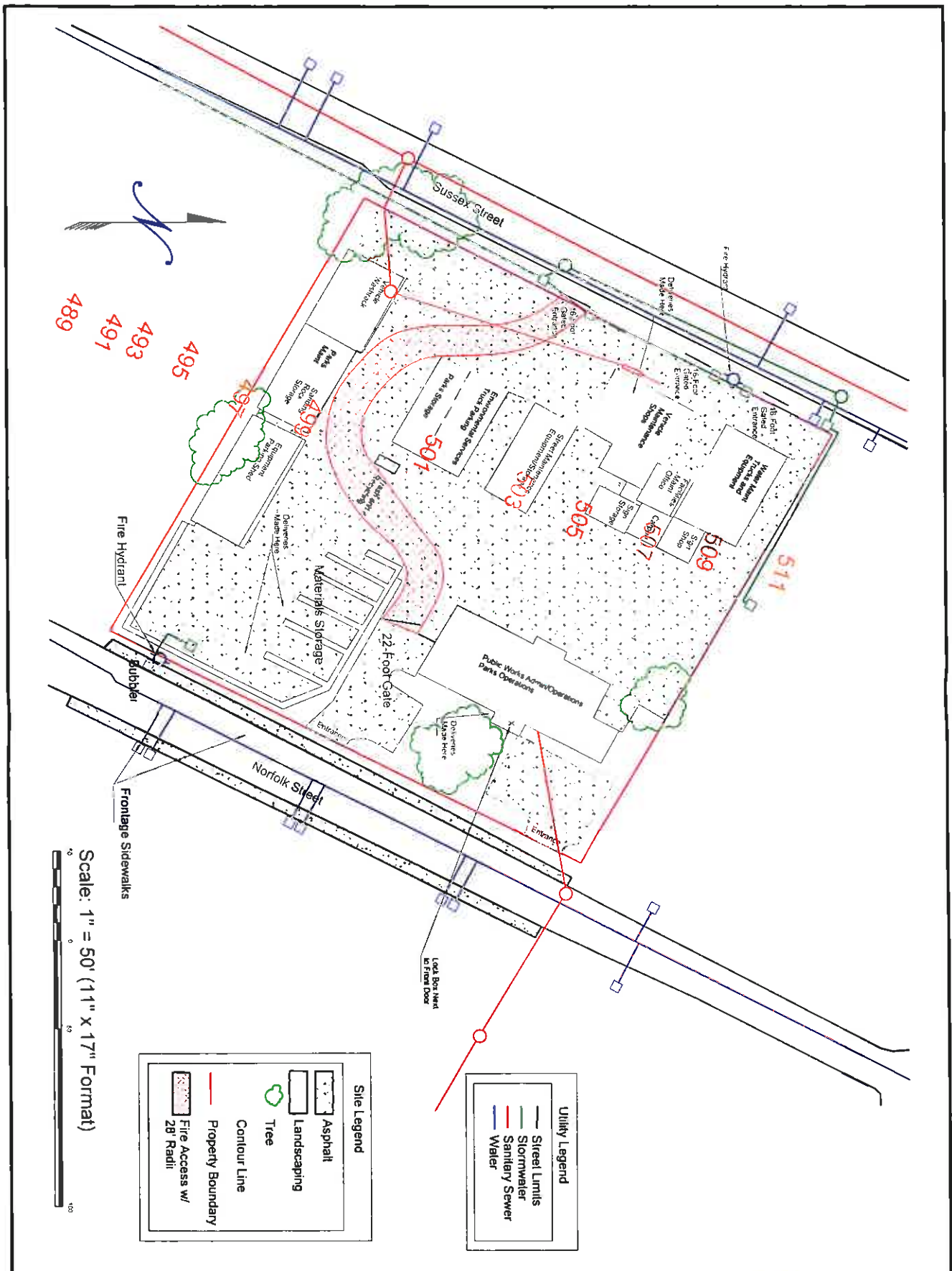


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Aerial Photograph



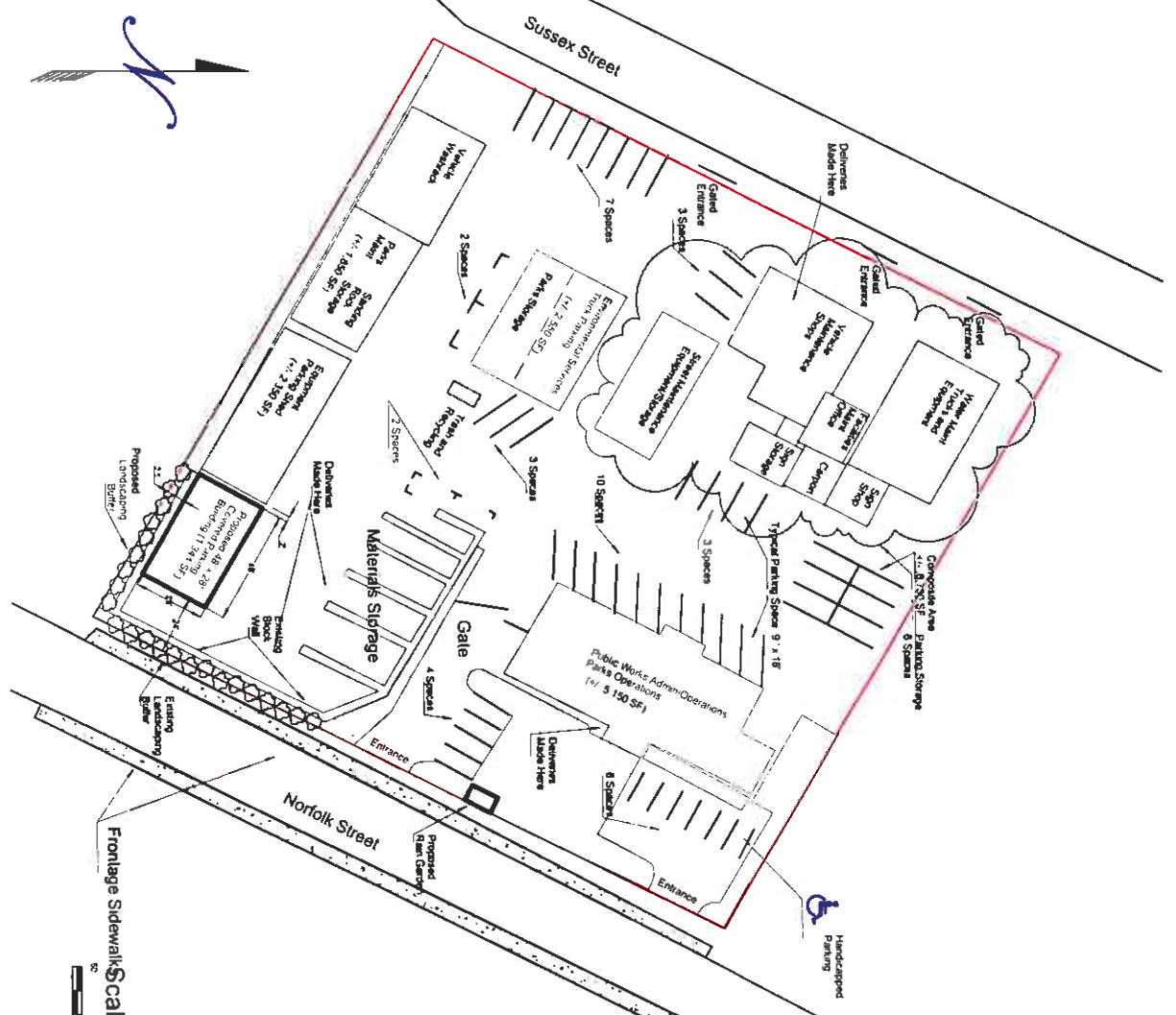


Site Legend	
	Asphalt
	Landscaping
	Tree
	Contour Line
	Property Boundary
	Fire Access w/ 28' Radii

Utility Legend	
	Street Limits
	Stormwater
	Sanitary Sewer
	Water

Project: West Linn Public Works Covered Parking Building
 Address: 4100 Norfolk Street, West Linn, Oregon 97045
 Existing Conditions Plan





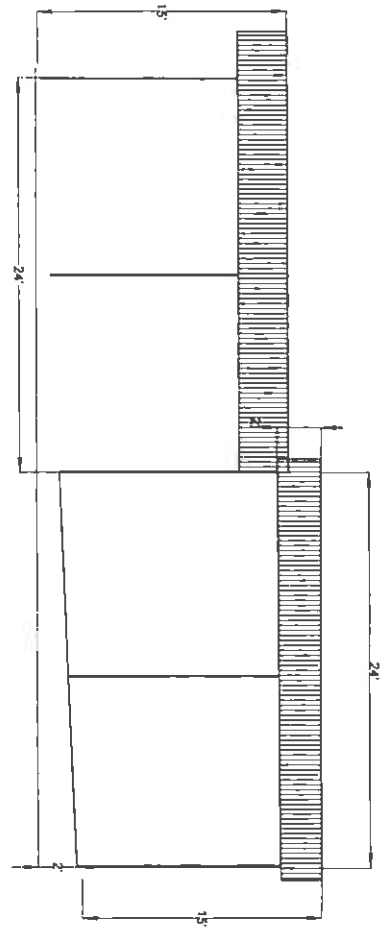
Frontage Sidewalk Scale: 1" = 50' (1" x 17" Format)

Parking Standards
 Section 46.090 "Service and Repair Shops"
 Parking Required: 1 Space per 500 SF
 22,000 SF / 500 (SF/Space) = 44 Spaces
 Parking Provided: 46 Spaces
 Typical Parking Space: 9' x 18'

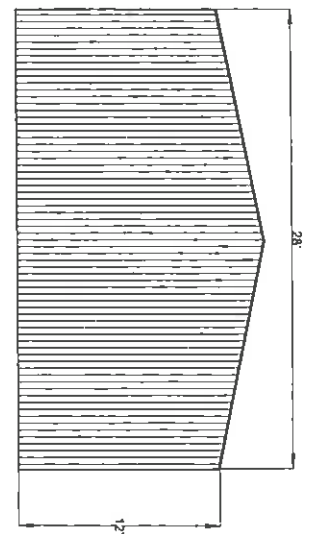
Site Area: 2.1 Acres
 Building Area:
 Existing: +/- 20,650 SF
 Proposed: +/- 22,000 SF
 Lot Coverage:
 Existing: 23%
 Proposed: 24%
 Landscaping Coverage: 8%

Project: West Linn Public Works Covered Parking Building
Address: 4100 Norfolk Street, West Linn, Oregon 97045
Proposed Building Location and Landscape Buffer

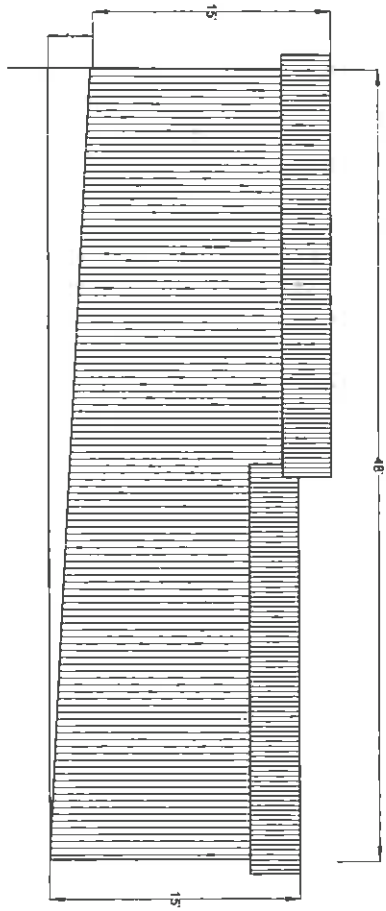





Front Elevation



Side Elevation



Rear Elevation

Project: West Linn Public Works Covered Parking Building	
Address: 4100 Norfolk Street, West Linn, Oregon 97045	
Building Elevations	Page 5 of 6



Project: West Linn Public Works Covered Parking Building
 Address: 4100 Norfolk Street, West Linn, Oregon 97045
 Site and Adjacent Properties Structures and Setbacks