

City of West Linn
PRE-APPLICATION CONFERENCE MEETING
Notes
October 6, 2011

SUBJECT: Conditional Use Permit and Class II Design Review for new pump station at 23120 Bland Circle

ATTENDEES: Applicants: Dennis Wright (City of West Linn Public Works),
Brooke Saltarello, Ed Butts, Adam Butts (all of 4B Engineering)

Review Staff: Tom Soppe (Planning Department), Khoi Le
(Engineering)

Neighborhood: Dave Rittenhouse (Savanna Oak NA)

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, the City Public Works Department, proposes a new water pump station at an existing Bland Reservoir site in the Savanna Oak neighborhood. The pump station would pump water from the Bland Reservoir into the Rosemont water zone further uphill when need arises, but would normally be on “standby” mode. Currently the site only contains the Bland Reservoir, fencing around the reservoir, a driveway from Bland Circle to access the reservoir, and multiple trees. The reservoir is a towerlike structure containing water, not an open water body. The reservoir and its surrounding fencing take up approximately the northeastern 20% of the site. Per the site plan submitted at the conference, the pump station would be in the east central area of the site, just south of the fenced reservoir area, where the driveway approaches the reservoir gate. While the current application is only for the pump station, the submitted site plan also shows a potential future water tank west of the existing water tank/reservoir. That would require its own permitting process but is shown on this site plan as a reference to how the applicant plans to further develop the site, explaining in part why the pump station is placed south rather than west of the existing reservoir.

All pump station equipment is proposed to be inside a one-story building approximately 18 feet by 26 feet in size and approximately 17 feet in height, located above the existing

water line in the east central area of the site. It will have concrete walls and will be partly nestled into the hillside, per the applicant and the submitted elevations. In these ways the proposal seeks to mitigate noise and visual effects as much as possible. The pump station is proposed in an area with no trees.

If the pump station equipment were to fail, the water would simply not be pumped out of the reservoir. Therefore possible equipment failure would not result in leakage or flooding but would simply result in the water staying in the reservoir where it is already being stored.



View of existing reservoir and surrounding fencing from parking area/driveway; pump station would be in foreground on right



View west from driveway, across the site. Area with trees but with clear ground in foreground, “brush line” in background as noted on applicant’s site plan

The pump station is identified in the City’s Water Master Plan as needed improvement. The Water Master Plan can be seen at <http://westlinnoregon.gov/publicworks/water-master-plan>. See “Bland Intertie Supply to Rosemont” on Page 8-7, as well as Table 8-6 on Page 8-12. The pump station improvement is tied in part to serving possible growth within the Rosemont pressure zone within the current city limits. While the Rosemont zone borders the western city limits, the Water Master Plan specifically excludes planning for any growth into the Stafford Triangle, so the pump station is not proposed to serve the Stafford Triangle.

The applicant’s pre-application conference submittal originally proposed a zone change to allow this, but in conversations with Planning staff the applicants have agreed that a Conditional Use Permit and Class II Design Review are the more appropriate course of action. Major utilities (pump stations included, per CDC Chapter 3 definitions) are a conditional use in this zone, the R-7 zone. In fact, they are a conditional use in every zone in the city except for Campus Industrial where they are not allowed, and General Industrial (GI) where they are a permitted use. Since this is a conditional use in this zone it would be more appropriate and feasible to apply for this (and the concurrent required Class II Design Review) than to rezone this residential parcel in a residential neighborhood to industrial zoning.

As discussed above, a pump station requires a Class II Design Review approval along with the Conditional Use Permit approval. This can be inferred from the CDC because Class I Design Review covers “Minor modifications and/or upgrades of pump stations...” per 55.020(M), meaning that the more major change of building an entirely new pump station where one doesn’t currently exist is a Class II Design Review activity. Another reason Class II Design Review is required is that the equipment is proposed to be in a new building.

Design Review and Conditional Use criteria that may be most relevant to the review of the site include screening new development from surrounding existing residential properties, architecture of the building, and noise. Keep in mind the possible future development of the site to the east when responding to criteria.

Also, for the Conditional Use criteria, the applicant should address how the pump station fulfills the Water Master Plan and how it serves the current city population and potential growth within the current city limits.



Site to the east, which has one house at north end but could be redeveloped to similar density of existing subdivision in background



Existing house to the south, which shares a driveway with the City-owned site

Process

Conditional Use and Class II Design Review permits are required.

A neighborhood meeting is required for this application, since it involves a Conditional Use Permit. The site is in the Savanna Oaks neighborhood but within 500 feet of the Willamette neighborhood. A neighborhood meeting is required with Savanna Oaks

(Willamette must still at least be contacted) and is encouraged with Willamette. Contact Dave Rittenhouse, President of the Savanna Oaks Neighborhood Association, at (503) 635-0800 or daver@europa.com, and Beth Kieres, President of the Willamette Neighborhood Association, at 503-722-1531 or willametteneighborhood@gmail.com. Follow the provisions of 99.038 precisely, including regarding what needs to be submitted with the application regarding the 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 criteria of 60.070 and 55.100 shall be responded to individually in a narrative. 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. Follow 60.060 and 55.070 strictly and completely regarding submittal requirements (including plans, maps, etc.) that should accompany the narrative and the application form.

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. Since the applicant is another City department, the Planning Department plans to waive application fees.

Once the submittal is deemed complete, the staff will schedule a hearing with the Planning Commission and will send out public notice of the hearing at least 20 days before it occurs. The Planning Commission's decision may be appealed to City Council by the applicant or anyone with standing.

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. Thus, there is no "shelf life" for pre-apps.