



PRE-APPLICATION CONFERENCE

THIS SECTION FOR STAFF COMPLETION		
CONFERENCE DATE: 12-15-11	TIME: 1:30 PM	PROJECT #: PA-11-32
STAFF CONTACT: Peter Spiv		FEE: 350.00

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): 19133 Willamette Drive - Robinwood Shopping Center

Brief Description of Proposal: Site lighting and circulation improvements; cart corrals; bale/pallet recycle area

Applicant's Name: Shawn Nguy - PACLAND

Mailing Address: 6400 SE Lake Road, Suite 300

Phone No: (503) 659-9500

Email Address: snguy@pacland.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:

1. Staff had indicated that the improvements outlined on the attached plan would trigger a Class I Design Review process; request confirmation.
2. Request clarification of approval standards and criteria.
3. Request confirmation of CL I Design Review time line.

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

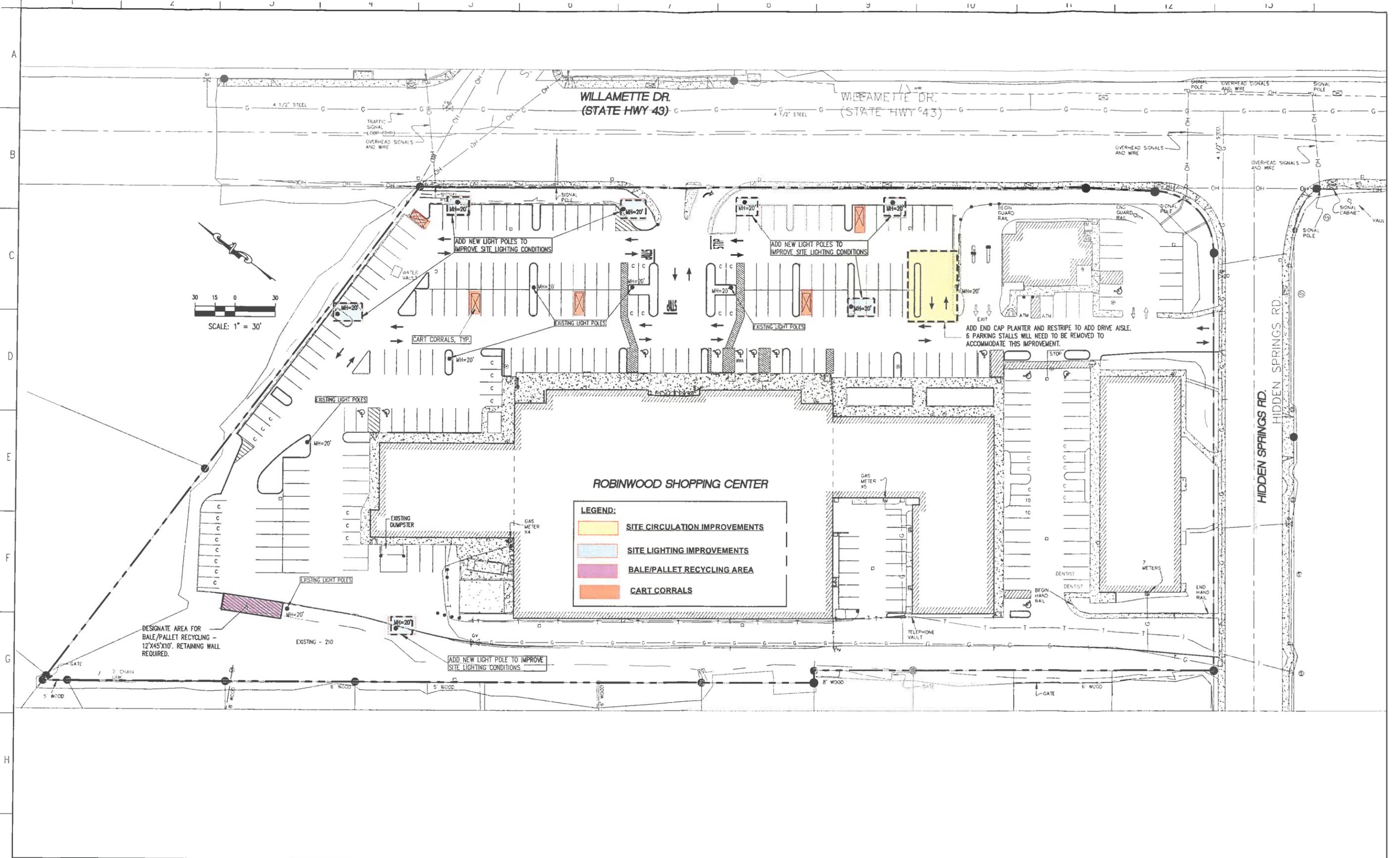
Property owner's signature Robynwood Program Center, LLC
By: [Signature] Manager

Date Nov. 8, 2011

222 N Rampart Street New Orleans, LA 70112

Property owner's mailing address (if different from above)

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No.	Date	By	Revision Description

Designed By: _____ Issue Date: 11/30/11
 Drawn By: _____ Issue: _____
 Checked By: _____ Project No. _____

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ROBINWOOD SHOPPING CENTER
 19133 WILLAMETTE DRIVE
 WEST LINN, OR

**PROPOSED SITE
 CIRCULATION AND LIGHTING
 IMPROVEMENTS**

C-1.0