

City of West Linn
PRE-APPLICATION CONFERENCE MEETING
SUMMARY NOTES
February 2, 2012

SUBJECT: Water Resource Area (WRA) permit for proposed project to pipe a segment of a creek to affect stormwater situation on site, and Class I Design Review for redesign of northern parking lots at West Linn High School at 5464-5701 West A Street. Variance needed for WRA project as proposed, see notes below.

ATTENDEES: Applicants: Tim Woodley, Tony Vandenberg, Seth Stevens, Pat McGough
Staff: Tom Soppe (Planning), Khoi Le (Engineering)
Neighborhood: Randall Jahnson (Sunset NA)

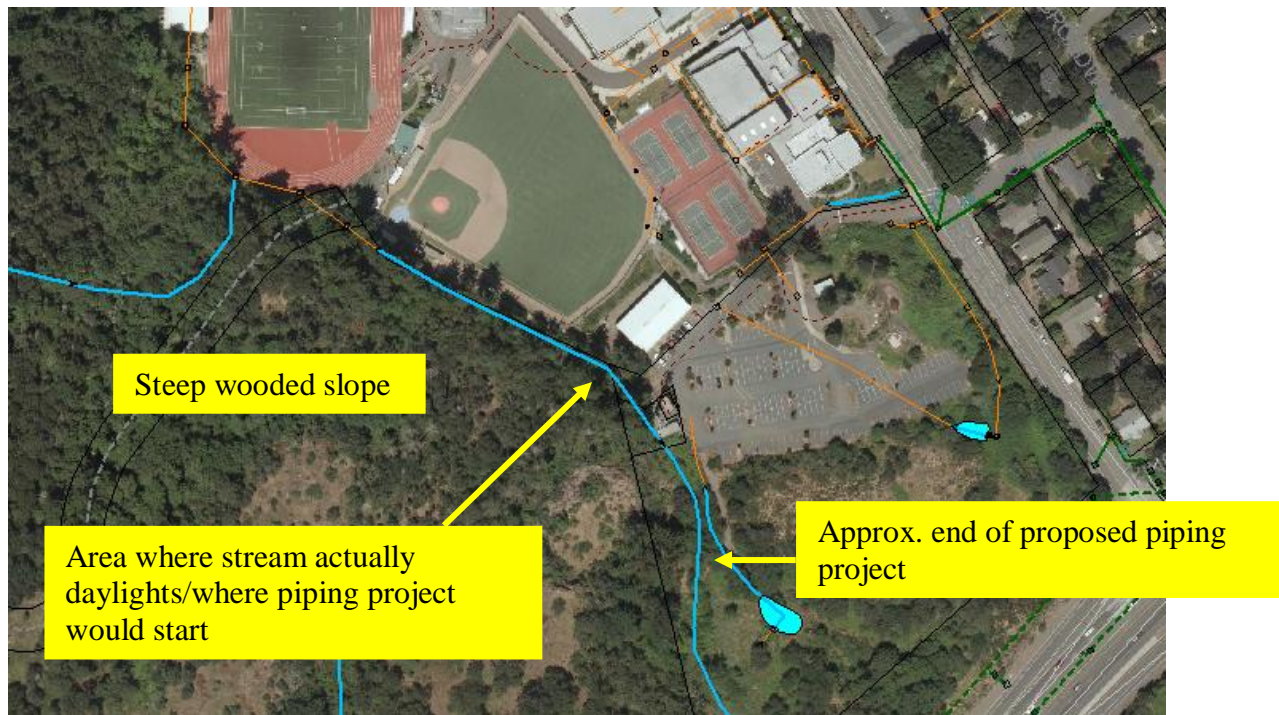
The following is a summary of the meeting discussion provided to you from staff meeting notes. Additional information may be provided to address any “follow-up” items identified during the meeting. These comments are PRELIMINARY in nature. Please contact the Planning Department with any questions regarding approval criteria, submittal requirements, or any other planning-related items. Please note disclaimer statement below.

Project Details

The applicant plans two projects requiring different applications on two areas of the same property. These can be done concurrently despite being two different projects in two different parts of the property. The property is West Linn High School in the Bolton neighborhood. The west end of the property, further west than where both projects are proposed, extends into the Sunset neighborhood’s boundaries.

One of the projects involves the extension of a stormwater pipe. There is an unnamed creek along the western edge of the site, just west of the school’s athletic fields. The creek drains from uphill from the Camassia Wildlife Area and Wilderness Park. It becomes piped for a segment when it merges with piping that drains the football field area. City GIS shows the creek re-daylighting as it approaches the baseball field, east of the football field. While there is a ditch that presumably holds running water sometimes through this area, the creek itself is piped along some of the baseball field area as well, with storm grates atop it at certain locations. This segment daylights further east along the baseball field and turns south. It passes through a wooded area west of the school’s south parking lots, then passes through undeveloped wooded areas at the south end of the site. South of these, it outfalls down a steep bank into the I-205 right of way where this and other streams, which presumably once went directly to the Willamette River, now dissipate. This daylighted segment, from the pedestrian bridge area to approximately 100 feet south of the parking lot, is where applicant

proposes piping, leaving the remainder of the creek south of that point daylighted. While a swale collecting surrounding surface runoff will remain above ground through the area where the pipe is proposed, the pipe itself will contain the main channel.



There are parts of the daylighted creek with drainage problems for nearby, frequently used parts of the property according to previous conversations with the applicant, which is why the applicant proposes extended piping for this segment. The drainage problems occur across the back path along the piped creek, in and around the western and southern areas of the athletic fields, and other surrounding areas of the site at the bottom of the major slope southwest of here.

This extension of piping in a drainageway that is a creek and a significant riparian corridor requires a Water Resource Area permit, per Community Development Code (CDC) Section 32.025. The application will need to demonstrate the need for the proposed modifications. Any areas permanently disturbed (including areas currently not piped that would be piped as part of the project) will need to be mitigated for on or off-site if the application is approved. Temporarily disturbed areas will need to be revegetated as will areas above new piping. See the process section below for which CDC sections provide for these activities.



Stream currently daylighted near pedestrian railing by east end of baseball field

As shown on the applicant's submitted plan and on City GIS, the northwest end of the segment where the applicant plans the piping project is within the Camassia Wildlife Area, not the school property. To do any work here, the Nature Conservancy, owner of the Camassia Wildlife Area would have to sign off on the application or be a co-applicant.

Chapter 32 in general has been written to discourage further piping and encourage the daylighting of currently piped streams. The criterion of Section 32.050(B) states, "Proposed developments shall be so designed as to maintain the existing natural drainageways and utilize them as the primary method of stormwater conveyance through the project site unless the most recently adopted West Linn Surface Water Management Plan calls for alternate configurations (culverts, piping, etc.)." The Surface Water Management Plan does not call for an alternate configuration here. The applicant should consider all possible alternatives here that would not result in being out of compliance with this criterion, and that would hopefully not result in major ecological disturbance (temporarily or permanent) to the creek in the woodland. This may include digging the stream deeper down rather than piping, if there is no alternative than to modify the creek in the woodland. If there are alternatives to this that would resolve the applicant's problems, they may include other modification to the storm drainage, grading, or impervious surfaces on site that would not disturb the creek in the woodland or elsewhere. Digging or other such solutions would still require the Water Resources Area permit but would not be in violation of 32.050(B).

If the applicant moves forward ready to demonstrate that the piping is somehow the only option and is the only option for the drainage on site to achieve even basic functionality, a Class II Variance would be needed for even the chance for the Water Resource Area permit to be approved with 32.050(B) not being met.

The applicant discussed engineering studies already done showing that loss of multiple trees would occur, bank stabilization would be affected, and erosion of nearby natural areas on the subject property and Camassia property would occur as a result from other solutions to the stormwater problems besides the proposed solution, including alternatives such as those discussed above. To have a chance to be approved, the application would have to conclusively demonstrate that the proposed solution is the “least of all evils” ecologically in relation to all other possible solutions (including the alternative of taking no action at all), specifically in relation to the significant riparian corridor and the health of the water resource. This should especially be discussed in response to the Variance criteria of 75.060 and the mitigation plan criteria regarding alternatives analysis, 32.070(A).



Creek as it moves through woods south of parking lots

The other project proposed on site is the redesign and repaving two of the other parking areas on site, on the area of the site north of Skyline Drive, across Skyline from the school building. This area of the site is surrounded by Skyline Drive to both the west and south, West A Street to the east, and residential properties to the north (although the Latter Day Saints student

meeting center is along West A bordering the northeast corner of the site). The redesign will affect where points of ingress and egress from the streets are located, and will affect the location and alignment of parking spaces and aisles. Per CDC Section 55.020(I), (J), and (K) respectively, Class I Design Review is needed for revised parking alignment, revised circulation, and revised points of ingress/egress to a site. Therefore Class I Design Review approval is required for this project. The existing parking lots have 111 and 96 spaces, respectively, and the new ones will have 122 and 82 respectively, for a net loss of 3 spaces. Class I Design Review is required due to the addition of reduction of parking spaces (55.020[H]) therefore as well. Additionally it is required due to the proposed wall between the two lots per 55.020(C). The applicant is open to using smaller spaces allowed by the code in order to not lose spaces spaces. In the applicant's response to Chapter 46 (required by 55.100[A][7] as explained in the Process section below) the applicant should explain how plans keep the site at its minimum number of spaces (or greater) per its use. See 46.090(B)(7) for the off-street parking minimum standards for a senior high school.



The eastern of the two north parking lots, from West A Street



From Skyline Drive, the two north parking lots. Eastern lot in foreground, western lot uphill in background.



Crosswalk to western north parking lot on Skyline Drive

Engineering Notes

I. TRANSPORTATION

A. SKYLINE DRIVE CURRENT CONDITIONS

	EXISTING CONDITIONS	POTENTIAL POST DEVELOPMENT CONDITIONS
Classification	Minor Arterial	
Zone	R-10	
Right of Way Width	50' along the first parking nearby West A Street 71' and 76' at the southwest corner of the second parking	
Full Pavement Width	37' along the first parking nearby West A Street. 22' wide at the southwest corner of the second parking	
Number of Lane	2	
On Street Parking	No	
Curb and Gutter	Yes along the first parking.	
Ditch/Culvert	Shallow roadside ditch along the second parking	
Planter Strip	No define planter strip	
Sidewalk	Yes along the first parking	
Street Light/Overhead Power	Yes - Street Light and Overhead	
Street Tree	No	
Mail Box	No	
Bike Lane	No	
Striping	Yes. Double Yellow Line – Fog Line – Crosswalk	
Posted Speed	25 MPH, 20 MPH, 15 MPH	
Speed Bump	No	
Street Sign	Yes	
Retaining Wall	No	
Elevated/Steep Grade	Yes. Big drop located at the west side of the second parking	

B. CITY TRANSPORTATION MASTER PLAN

PAVEMENT CONDITIONS

Currently, pavement condition on Skyline Drive between West A and Address 5833 Skyline Drive is listed under average condition at 58% PCI. The remaining life of the pavement is

approximate 10.38%. (Page 19 City of West Linn Pavement Management Program Budget Options Report)

OPERATION CONDITIONS

The intersection of Skyline Drive and West A Street was not listed as one of the roadways being analyzed in Existing Conditions Section in the TSP.

PEDESTRIAN PLAN

Skyline Drive between Summit Drive and West A is listed as one of the roadway with pedestrian deficiency. (Page 5-3 TSP)

CURRENT POLICY

Pedestrian policy 4a states: The City will ensure that walkways and related pedestrian improvements (e.g. crosswalks) are constructed on all identified walkway network roadways, either as separate projects or integrated with other roadway-related improvements. Walkway improvements will be implemented in accordance with current local, regional, State and Federal standards. (Page 5-4 TSP)

These impacts are to be mitigated at the developer's cost, by the provision of streets, sidewalks, bicycle and foot paths, and traffic control devices within, contiguous to and nearby the development site.

#	Priority	Sidewalk In Fill Extend	From	To	Cost
39	Medium	Both sides of the street	Summit Drive	West A Street	\$915,000

Page 5-7 TSP

BICYCLE PLAN

Skyline Drive between Summit Drive and West A is listed as one of the roadway with bicycle lane deficiency. (Page 6-7 TSP)

CURRENT POLICY

Provide striped and signed bicycle lanes on all arterial and collector roadways consistent with the policies of the Transportation System Plan.

These impacts are to be mitigated at the developer's cost, by the provision of streets, sidewalks, bicycle and foot paths, and traffic control devices within, contiguous to and nearby the development site.

#	Priority	Improvement	From	To	Cost
9	Medium	On-street Bike Lanes	Summit Drive	West A Street	\$655,000

Page 6-7 TSP

ROADWAY CROSS SECTION

The list right of way required for Arterial with On-Street Bicycle Lane on both sides is 60' wide with following facilities:

Vehicle Lane Width: 12'
Bicycle Lane: 6'
Sidewalk: 6
Planter Strip: 6'

Street Section:

- 6" AC Pavement – 3" Class "C" over 3" Class "B"
- 12" of 1-1/2"-0 and 2" of ¾"-0 leveling course

C. RECOMMENDATION OF IMPROVEMENT

Provide curb and sidewalk along Skyline Drive starting from existing curb and sidewalk nearby West A Street to the new driveway approach of the second parking.

Provide pavement widening along Skyline Drive where the new curb located in order to keep the pavement in this section at a consistent width.

See attached sketch for recommendation of improvement.

D. WEST A CURRENT CONDITIONS

	EXISTING CONDITIONS	POTENTIAL POST DEVELOPMENT CONDITIONS
Classification	Minor Arterial	
Zone	R-10	
Right of Way Width	60' along the first parking nearby West A Street	
Full Pavement Width	40'	
Number of Lane	2	
On Street Parking	No	
Curb and Gutter	Yes	
Ditch/Culvert	No	
Planter Strip	No	
Sidewalk	Yes	
Street Light/Overhead Power	Yes - Street Light and Overhead	
Street Tree	No	
Mail Box	Yes	
Bike Lane	Yes	
Striping	Yes. Double Yellow Line – Bike Lane – Stop Ahead Word - Crosswalk	

Posted Speed	25 MPH	
Speed Bump	No	
Street Sign	Yes	
Retaining Wall	No	
Elevated/Steep Grade	No	

II. STORM DRAINAGE

A. EXISTING CONDITIONS

Skyline Drive coming from the northeast corner of the project and toward West A Street is relative steep. Curb along both side of the road in this vicinity only starts out at the school property. Majority of run-off will flow toward the ditch on both sides of the road.

Skyline Drive and right of way is relative higher in comparison to the school parking lot. Run-off from roadway and hillside above on the west side of the second parking can be intrusive to this facility.

Public storm facility is not present along Skyline Drive until the very first driveway approach from the school on the west side of the roadway.

Public storm facility runs along the project site on Skyline Drive and enters the first parking lot of the school. It routes along the west side of the parking lot; makes a 90 degree turn along the north side of the parking lot and finally connects back to the storm facility on West A Street.

The storm system inside the school parking lot is relative shallow at approximately less than 2' deep in some area.

B. RECOMMENDATION OF IMPROVEMENT

Provide improvement in accordance with proposed site plan submitted to the City for pre-application conference with the following recommend modifications:

Abandon the storm system located in the eastern parking lot to avoid complication during construction since the pipe is shallow. Eliminating this system will also allow the School to be free and clear from having public facility inside private own property and avoid giving the City easement.

Convey run-off from Skyline Drive to existing storm system located in West A Street.

Look into the possibility to utilize the right of way area by the south side of the second parking lot for storm facility. Doing this will be beneficial to both the School and the City for minimizing the cost of private storm detention construction and improving the drainage situation in this area.

Please see attached sketch for recommendation of improvement.

III. PERMIT FOR REVIEW AND INSPECTION

Please contact Engineering in regarding to the permit process for the review, approval, and inspection for the water quality and detention facilities design and construction as well as other construction activities inside public right of way.

End of Engineering Notes.

Process

Water Resources Area permits and Class I Design Review approvals are both Planning Director decisions. If a Class II Variance is needed, then the entire application would go to Planning Commission as Class II Variance is a Planning Commission decision. This would be needed unless the stormwater project can be reconceptualized to not involve piping, as discussed above.

No neighborhood meeting is required for any of these applications. However, these meetings are always encouraged to solicit public input and make the public more informed of an applicant's plans. Contact Sally McLarty, Bolton NA President, at gbryck@easystreet.net or 503-722-2137, and/or Troy Bowers, Sunset NA President, at bowerst@msa-ep.com or 503-703-7303.

The Water Resource Area application will require a full and complete response to the submittal requirements of CDC Section 32.040, including a site plan per Section 32.060 and narrative responses to 32.050 Approval Criteria, 32.070 Mitigation Plan, and 32.080 Revegetation Plan.

The Class I Design Review application will require full and complete response to the submittal requirements of Section 55.070 including a site plan per Section 55.120 and a narrative response to Section 55.090. The narrative response to Section 55.090 includes responses to the criteria of 55.100(B)(1-4), but not to 55.100(B)(5-6) since no new structures are proposed. Subsection 55.090(A)(3) allows Planning to determine the applicability of other Section 55.100 criteria not otherwise specifically listed in 55.090. The Class I Design Review application shall therefore address the following other 55.100 criteria applicable to this parking lot redesign:

- 55.100(A)(1) Stormwater quality and detention
- 55.100(A)(7) Off-street parking
- 55.100(A)(8) Access, egress, and circulation
- 55.100(A)(10) Landscaping
- 55.100(B)(7)(d) Pedestrian circulation in parking areas
- 55.100(C) Compatibility and screening
- 55.100(J)(5-6) Lighting in parking areas
- 55.100(K) Provisions for the disabled

These and the other required Design Review criteria discussed above should only be responded to regarding the parking lot project, as the piping project itself would require only Water Resource Area permit and not Design Review if not being done concurrently with the parking lot project.

For a Class II Variance, follow the submittal requirements of Section 75.050 including narrative response to the criteria of 75.060. These shall only pertain to the stormwater project and not the parking lot project.

Submittal requirements may be waived. The applicant should 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.

The CDC is online at <http://westlinnoregon.gov/planning/community-development-code-cdc>.

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 for Water Resources Area permit is \$1,850 dollars, with an additional fee of \$250 for eventual revegetation inspection paid up front. The deposit for Class I Design Review is \$1,050, with an additional \$300 fee for the eventual Planning inspection paid up front. A Class II Variance requires a \$1,900 deposit. **PLEASE NOTE that this is an initial deposit, and staff time is charged against the deposit account. It is common for there to be more staff time spent on development applications than deposits cover, and therefore additional billing may be likely to occur.**

Once the submittal is deemed complete, staff schedule a hearing and send out a notice of the Planning Commission hearing time and date to the applicant and other stakeholders at least 20 days in advance of the hearing. The Planning Commission's decision may be appealed by the applicant or anyone with standing to City Council, requiring at least one City Council hearing.

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.