



LAND USE PRE-APPLICATION CONFERENCE

Thursday, July 19, 2012

City Hall
22500 Salamo Road

Willamette Conference Room

9:00 am Conditional use approval to allow a music-based community center with supporting classrooms, cafeteria and retail music store.

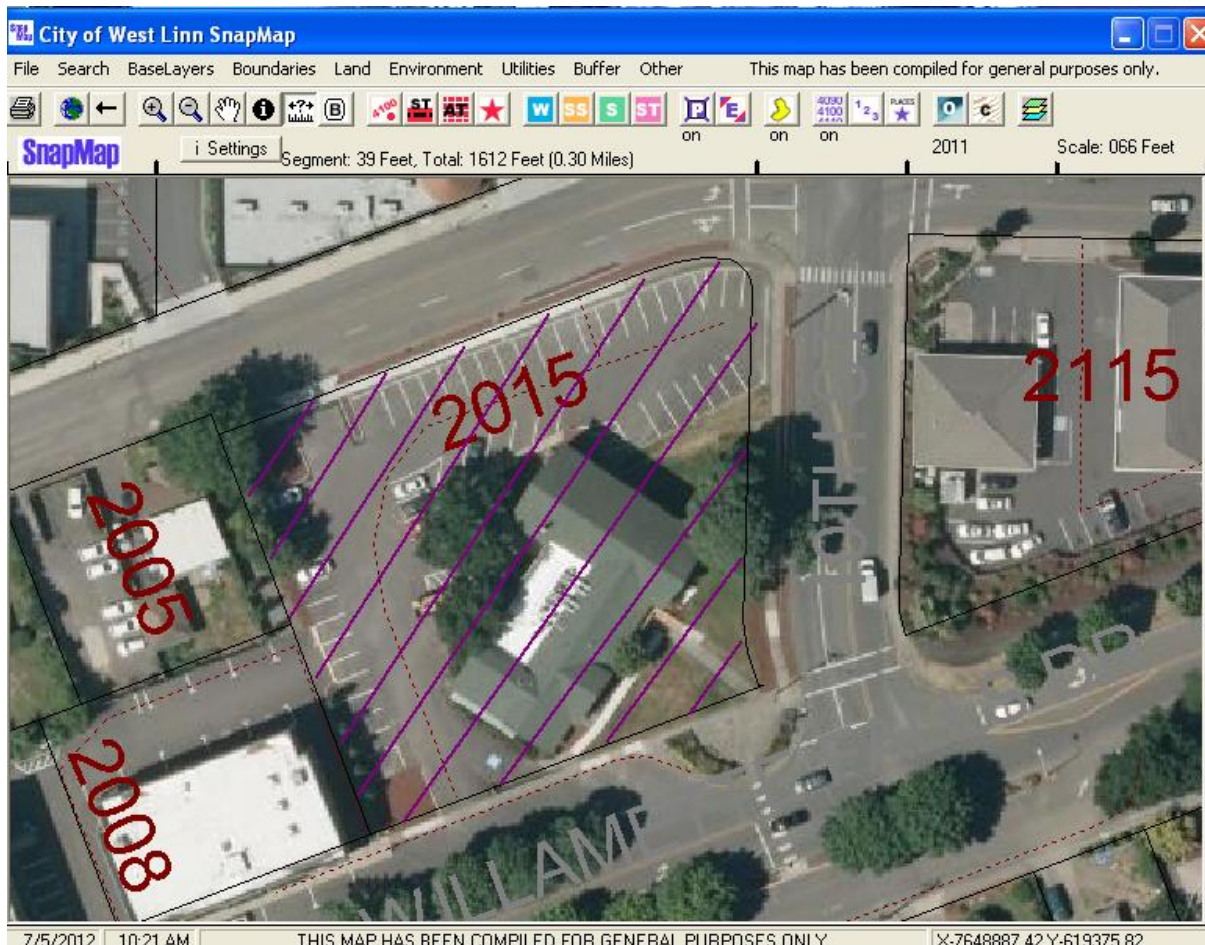
Applicant: Charles Lewis

Subject Property Address: 2015 8th Ave

Neighborhood Assn: Willamette

Planner: Tom Soppe

Project #: PA-12-12





West Linn

Planning & Development • 22500 Salamo Rd #1000 • West Linn, Oregon 97068
Telephone 503.656.4211 • Fax 503.656.4106 • westlinnoregon.gov

PRE-APPLICATION CONFERENCE

THIS SECTION FOR STAFF COMPLETION		
CONFERENCE DATE: <u>7/19/12</u>	TIME: <u>9 AM</u>	PROJECT #: <u>PA-12-12</u>
STAFF CONTACT:		FEE: <u>350-</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): 2015 8th Avenue West Linn, OR 97068

Brief Description of Proposal: Seeking conditional use approval to allow a music-based community center to be located on-site, with supporting classrooms, cafeteria, and retail music store.

Applicant's Name: Charles Lewis-- Youth Music Project

Mailing Address: 2040 8th Avenue, Suite 202 West Linn, OR 97068

Phone No: (503) 616.5967 Email Address: charles@marielamfromcf.org

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] _____ Date 6/25/12

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

MEMORANDUM



Shaping the Future

To: City of West Linn
Pre-Application Conference Request

From: Michael Cerbone, AICP

Date: June 25, 2012

Project: Youth Music Project—Conditional Use approval for Community Music Center

CardnoWRG#: 21200370

Re: Pre-Application Summary

5415 SW Westgate Drive
Suite 100
Portland, Oregon 97221
USA

Phone (503) 419-2500
Fax (503) 419-2600

www.cardnowrg.com

The Marie Lamfrom Foundation is interested in operating a Community Music Center within the old Willamette Falls Christian Church. Please see the graphic below for more detail on the project location.





PROPOSAL

The applicant is proposing to operate the “Youth Music Project” from within the subject site. Specifically the application desires to have room for music and art lessons, performances, and incidental retail sales (coffee and guitar picks etc.), and a preschool/daycare. While the proposed use does provide music and art lessons it is distinct from a “school” in that it does not operate during the same timeframe as a school. Please see the attached flyer for more detail about the Youth Music Project.

ZONING

The site is zoned Willamette Neighborhood Mixed Use (MU) Transitional. The proposed uses described above are all listed as being permitted via a conditional use process.

We look forward to meeting with you to discuss the proposal in more detail. Please do not hesitate to contact me at (503) 419-2500 if there are any questions or you require additional detail to prepare for the meeting.

(((Youth Music Project)))

The Youth Music Project (YMP) is a nonprofit music school organized under the Marie Lamfrom Charitable Foundation. YMP's mission is to bring music education opportunities to students in our community regardless of each family's ability to pay.



The Youth Music Project is designed to complement existing offerings in schools with innovative, cutting edge music instruction focused on rock, country and pop music.

YMP accomplishes its mission through a combination of afterschool lessons, educational school assemblies, summer camps, and free instrument rentals for students eligible for free or reduced lunch.

With grant and community support, YMP is able to offer all of its programs on a sliding scale based on the free or reduced lunch program. As such, every child in our community will have the opportunity to take innovative music offerings while enjoying the well documented benefits of a music-based education.



YouthMusicProject.org

(((Youth Music Project)))

YOUTH MUSIC PROJECT
2040 8TH AVE., SUITE 202
WEST LINN, OREGON 97068

YOUTHMUSICPROJECT.ORG
503-616-5967

Marie Lamfrom Charitable Foundation's
Tax ID (EIN): 93-1254171

Summer Music Camps!

West Linn & Wilsonville



YouthMusicProject.org 503-616-5YMP (967)

A project of the Marie Lamfrom Charitable Foundation

"The music school parents wished they had when they were kids!"

YMP Summer Camps

The Youth Music Project is offering several cutting edge music camps during Summer 2012. YMP's camps provide students with the ultimate music camp experience by combining music training with age appropriate breakout sessions focusing on creating band art, digital recording, setting up p.a. systems, 3D video editing, screen printing, etc. Students will be grouped according to age, musical ability, and instrument selection.

Space is extremely limited, so early registration is encouraged.

Camp Cost / Scholarships

YMP's weeklong camps are competitively priced at \$350 each (scholarships available).

With generous grant support, the Youth Music Project is pleased to announce 100% free scholarships for students eligible for free lunch at school. Students who are eligible for reduced lunch at school receive 50% scholarships on their first camps. Please see www.YouthMusicProject.org for details.

Scholarships are provided by the Marie Lamfrom Charitable Foundation.



Camp Dates / Locations

Guitar Camp: June 25th – June 29th
Rosemont Ridge Middle School, West Linn
Grade Level Groups: K-5, 6-8

Drum Set Camp: June 25th – June 29th
Rosemont Ridge Middle School, West Linn
Grade Level Groups: K-5, 6-8

Piano Camp: June 25th – June 29th
Rosemont Ridge Middle School, West Linn
Grade Level Groups: K-5, 6-8

Rock Band Camp: July 9th – July 13th
Wilsonville High School, Wilsonville
Grade Level Groups: 6-8, 9-12

Cowbell Camp: July 23rd – July 27th
Rosemont Ridge Middle School, West Linn
Grade Level Groups: K-5, 6-8, 9-12

Rock Band Camp: August 6th – August 10th
Wilsonville High School, Wilsonville
Grade Level Groups: 6-8, 9-12



YMP's Summer Camps are designed by educators to give students an immersive experience that combines making music with fun breakout training sessions. All music classes have a very low staff to student ratio of no more than 6 students per instructor to insure a quality learning experience.

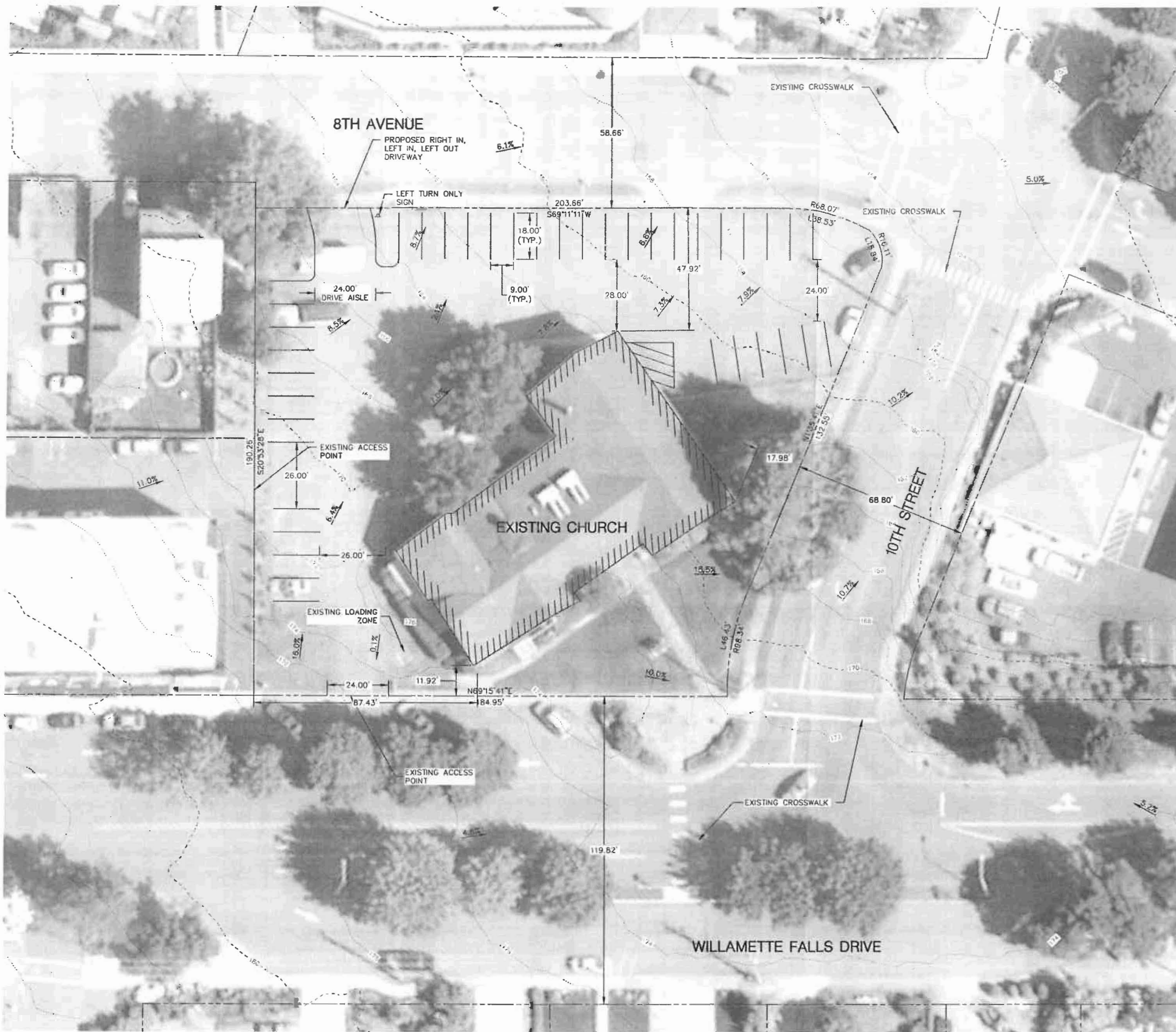
YMP's breakout sessions offer students the opportunity to learn how to screen print their own band t-shirts, set up and run sound for events, record and edit 3D videos, etc. The combination of music and diverse activities truly makes these summer music camps ones parents wished they had when they were kids.

Example Daily Schedule

- 9:00 am** Check In – Percussion Jam Circle
- 9:30 am** Music Class (Rock Band, Drum Set, Piano, Guitar, etc.)
- 10:30 am** Breakout Session (screen printing, video / audio engineering, etc.)
- 11:30 am** Music Class (Rock Band, Drum Set, Piano, Guitar, etc.)
- 12:30 pm** Lunch
- 1:00 pm** Music Class (voice training for lead and backup singers)
- 2:00 pm** Music Class (Rock Band, Drum Set, Piano, Guitar, etc.)
- 3:00 pm** Snack Time / Recess
- 3:30 pm** Breakout Session (screen printing, video / audio engineering, etc.)
- 4:30 pm** Wrap Up / Percussion Jam Circle
- 5:00 pm** Student Pick Up



2015 8th Avenue
Pre-Application Conference



LEGEND

---	EXISTING ROW LINE
---	EXISTING 2' CONTOUR
---	EXISTING 10' CONTOUR
---	EXISTING STRIPING
---	EXISTING BUILDING LINE

SITE INFORMATION

TOTAL SITE AREA:	40,908 SF (.939 AC)
TOTAL LANDSCAPED AREA:	6,000 SF (14.67%)

PARKING INFORMATION

STANDARD PARKING STALLS:	35
HANDICAP PARKING STALLS:	1
COMPACT PARKING STALLS:	0
TOTAL PARKING STALLS:	36
BICYCLE PARKING:	PROVIDED INSIDE BUILDING

- SITE INFORMATION**
- SLOPE ANALYSIS: ALL SLOPES ON SITE ARE LESS THAN 15%
 - FLOOD PLAIN: N/A
 - NEW PLANT MATERIAL: NONE
 - NEW SIGNS: LEFT TURN ONLY (SEE PLAN)
 - GROUND WATER DEPTH: 25-32'
 - LANDSLIDE AREAS: NONE
 - EROSION POTENTIAL: SLIGHT EROSION POTENTIAL PER NRCS WEB SOIL SURVEY
 - WETLANDS/MARSH AREAS: NONE
 - WILDLIFE HABITAT AREAS: NONE
 - LARGE ROCK OUTCROPPINGS: NONE

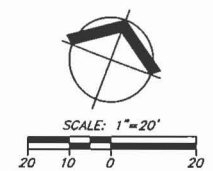
OWNER INFORMATION

WILLAMETTE CAPITAL INVESTMENTS
 24979 SW QUARRYVIEW DRIVE
 WILSONVILLE, OREGON 97070
 (503)-407-8957



PROPOSED SITE PLAN
WILLAMETTE CHRISTIAN CHURCH
 WILLAMETTE CAPITAL INVESTMENTS
 WEST LINN, OREGON

PROJECT NO.: 2109439000
 DATE: 12/17/2010
 DESIGNED BY: AJU
 DRAWN BY: AJU
 CHECKED BY: MCL



RECEIVED
MAR 08 2011
BY:

**WEST LINN PLANNING COMMISSION
FINAL DECISION NOTICE**

CUP-10-05/DR-10-13/MISC-10-28

In the matter of a Conditional Use Permit, Class I Design Review and Expansion or Alteration of A Non-Conforming Structure to change the former church at 2015 Eighth Avenue into a technical support/call center

At their regular meeting on March 2, 2011, the West Linn Planning Commission held a public hearing to consider the request by Willamette Capital Investments for approval of a Conditional Use Permit (CUP), Class I Design Review, and Expansion or Alteration of a Non-Conforming Structure for the vacant church structure at 2015 Eighth Avenue. Approval would allow the applicant to change the use from the former church occupancy to a technical support/call center with a total of 54 employees working on four shifts between 6:00 A.M. and 10:00 P.M. No exterior changes to the church are proposed except three or four additional security lights, re-striped ADA parking spaces, a replacement driveway on Eighth Avenue and small ADA access ramps as needed near the doorways.

A CUP is required in the underlying Willamette Neighborhood Mixed Use (MU) Transitional zone for "professional and administrative" uses. The approval criteria for Conditional Uses are in Community Development Code (CDC) Section 60.070.

The proposed use is also subject to the development review provisions set forth in CDC Chapter 55. The approval criteria for Class I Design Review are in CDC Section 55.090.

The existing structure/site is classified as a non-conforming structure under CDC Chapter 66 due to inadequate landscaping, non-compliance with the dimensional and architectural standards of the underlying MU zone and the Willamette Falls Drive Commercial Overlay zone, non-compliance with ADA standards and no bicycle parking. The approval criteria for Enlargement or Alteration to Non-Conforming Structures are in CDC Section 66.080.

The hearing commenced with a staff report presented by Peter Spir, Associate Planner. Mimi Doukas, Cardno/WRG consultant, presented for the applicant.

Public testimony was heard from Midge Pierce, representing the Willamette Neighborhood Association (WNA). Midge Pierce stated that the WNA had passed a motion that they are in favor of the proposed use. She stated that the use will have a very positive community impact while not increasing traffic impacts. Alice Richmond spoke in favor of the application noting, among other things, that it will have a positive effect on the local economy with 54 new jobs being added. The hearing was then closed.

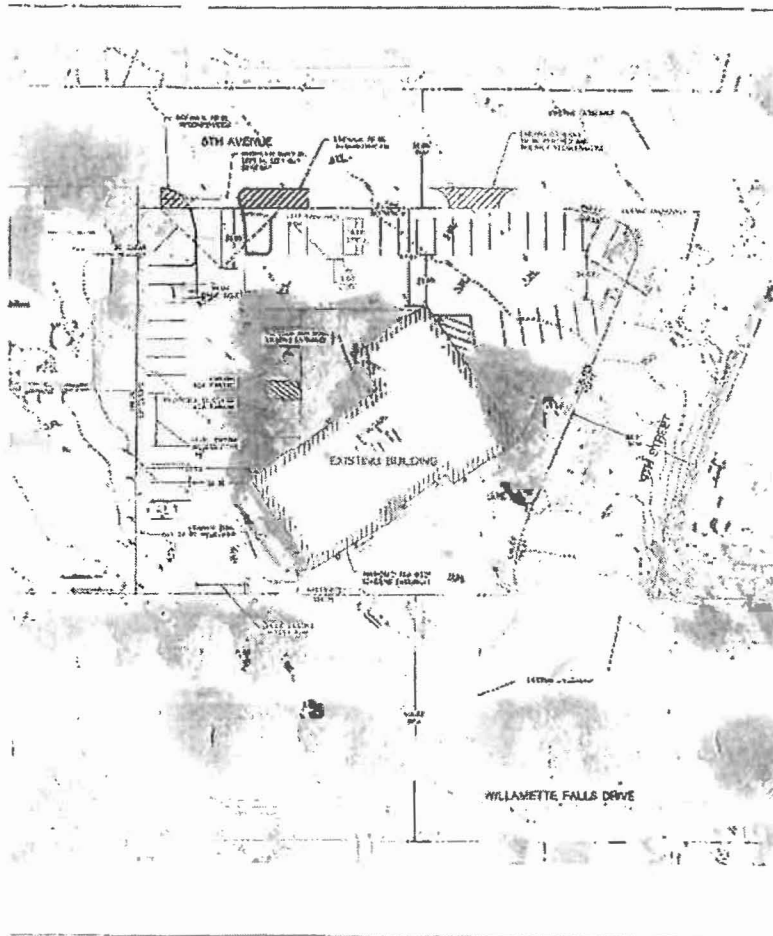
In discussion, Vice Chair Babbitt, Wood, Chair Martin and Commissioner Holmes spoke in favor of the application but opposed the left turn exit only designation for the relocated driveway on Eighth Avenue. Commissioners Horsey, Steele and Miller spoke in favor of the application too but expressed support for the left turn only driveway. Commissioner Horsey was also concerned that the CUP application did not include a broader range of uses since that would have facilitated the replacement by other uses in the event that this tenant leaves in the future. It was noted that only "professional services" could replace this use in the future. Commissioners Horsey and Holmes spoke in favor of landscaping around the site perimeter, in particular, landscaping in a strip adjacent to the Handris Building to the west. Commissioner Holmes endorsed the application as an appropriate interim use of this gateway property. All members of the Commission recognized the economic benefits of the application.

A motion was made by Vice Chair Babbitt regarding the elimination of the language in the second sentence of Condition of Approval one. The language: "...and a left turn only exit sign posted." would be removed. The motion also included the addition of language at the end of Condition of Approval seven to state: "except as modified to comply with these conditions of approval". This language would allow the replacement of the left turn design at the Eighth Avenue driveway with a design allowing right turn exit movements as well. The motion was approved.

A motion by Vice Chair Babbitt and seconded by Commissioner Horsey to approve the application, based upon the findings in the applicant's submittal and staff report, and with conditions as amended, was approved unanimously with the following conditions:

1. Access. The existing access driveway on Eighth Avenue shall be relocated to a point on site at least 205 feet from the intersection of Eighth Avenue and 10th Street. It shall have a width of 24 feet. The existing driveway shall be removed and a curb installed with a sidewalk behind it to match the current sidewalk alignment. The applicant shall submit a site plan in conformance with this requirement for Planning Department approval prior to issuance of a building permit.
2. Sidewalk. All sidewalk and existing ADA ramps on and abutting subject property that do not meet current ADA requirements must be replaced and/or reconstructed to meet current ADA requirements. Applicant shall replace all damaged sidewalk panels on site and in adjacent ROW.
3. Bike Racks. Bike racks with space for six bikes shall be installed in a location near the main building entrance that can be easily observed from the adjacent street and/or from inside the building. At least one bike rack space shall be covered.
4. Traffic. Traffic from the approved project shall not exceed: 64 trips generated from 7:30 to 8:30 AM and 10 trips generated from 5:00-6:00 PM.

5. Compliance. The property owner shall provide the City of West Linn Planning Department a Transportation Demand Management (TDM) report. The TDM report shall be submitted by July 1 annually and include the hours of operation, the number of employees by shift with the number of employees who drive alone, carpool, walk, bike or use transit in order to encourage fewer drive-alone trips and to ensure compliance with Condition #4.
6. Lighting. The lighting plan, shown on the proposed site plan (C-100) shall be implemented as proposed and shall not produce off-site glare.
7. Approved Plan. The approved plan shall be the "Proposed Site Plan (C-100)" except as modified to comply with these conditions of approval.(i.e., to *allow a right turn exit driveway design onto Eighth Avenue*).



Proposed Site Plan C-100 (reduced)

This decision will become effective 14 days from the date of mailing of this final decision as identified below. Those parties with standing (i.e., those individuals who submitted letters into the record, or provided oral or written testimony during the course of the hearings, or signed in on an attendance sheet or testimony form at either of the hearings, or who have contacted City Planning staff and made their identities known to staff) may appeal this decision to the West Linn City Council within 14 days of the mailing of this decision pursuant to the provisions of Chapter 99 of the Community Development Code. Such appeals would require a fee of \$400 and a completed appeal application form together with the specific grounds for appeal to the Planning Director prior to the appeal-filing deadline.



ROBERT MARTIN, CHAIR
WEST LINN PLANNING COMMISSION

3/7/2011
DATE

Mailed this 7th day of MARCH, 2011.

Therefore, this decision becomes effective at 5 p.m., MARCH 21st, 2011.