



LAND USE PRE-APPLICATION CONFERENCE

Thursday, August 2, 2012

City Hall
22500 Salamo Road

Willamette Conference Room

9:00 am **Applicant proposes to subdivide 23112 Bland Circle into five new taxlots**

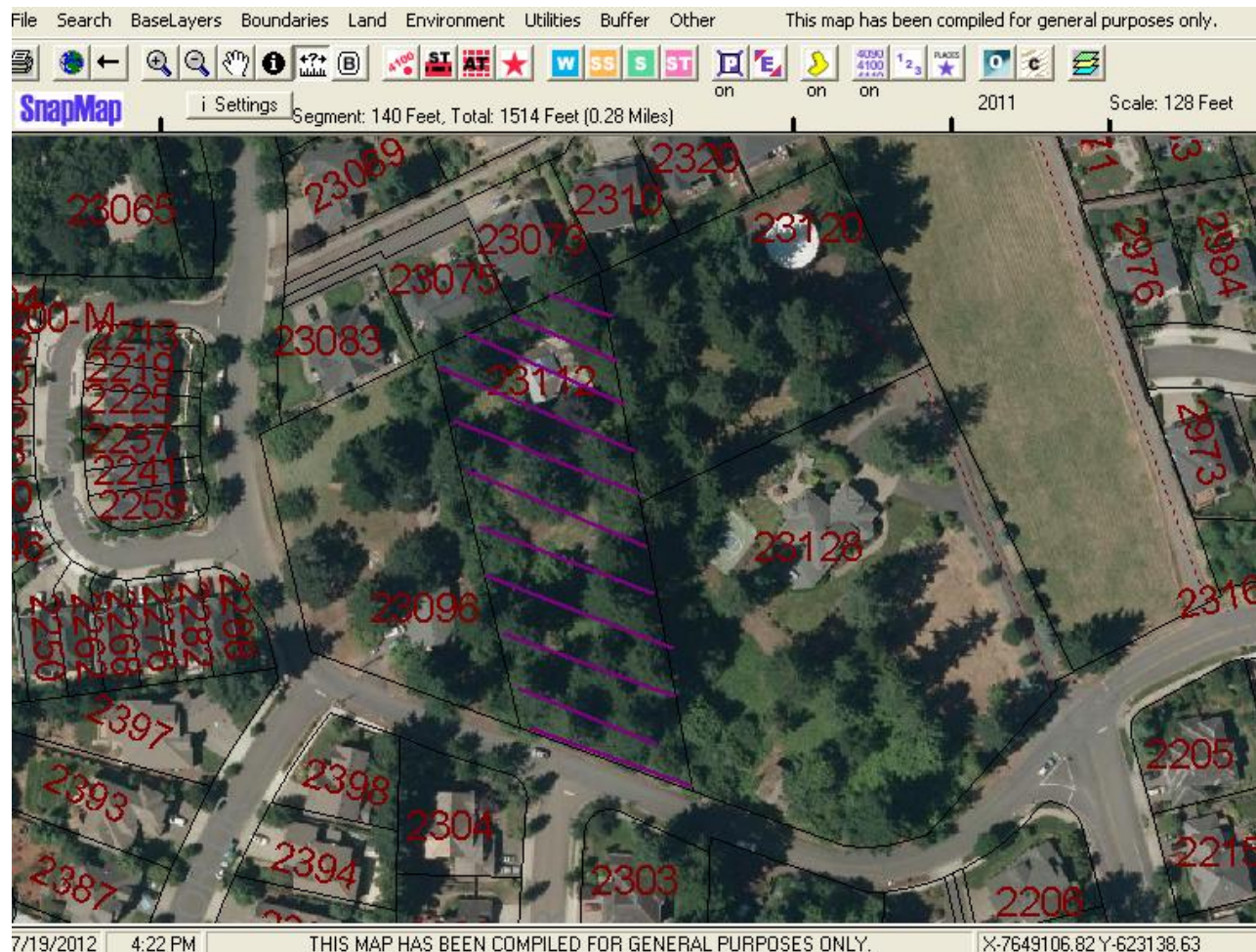
Applicant: Jeff Smith, JT Smith Companies

Subject Property Address: 23112 Bland Circle

Neighborhood Assn: Savanna Oaks and Willamette

Planner: Tom Soppe

Project #: PA-12-13





PRE-APPLICATION CONFERENCE

THIS SECTION FOR STAFF COMPLETION

CONFERENCE DATE: <u>8/2/12</u>	TIME: <u>9AM</u>	PROJECT #: <u>PA-12-13</u>
STAFF CONTACT: <u>TOM Sepp</u>		FEE: <u>1000-</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): 23112 Bland Circle (21e35b 00502)

Brief Description of Proposal: Applicant is proposing to subdivide the property in question to create five new taxlots. A description of the proposal and a series of questions for staff have been attached hereto.

Applicant's Name: Jeff Smith, JT Smith Companies

Mailing Address: 5285 Meadows Road, Suite 171, Lake Oswego, OR 97035

Phone No: (503) 657-3402

Email Address: jwyland@jtsmithco.com

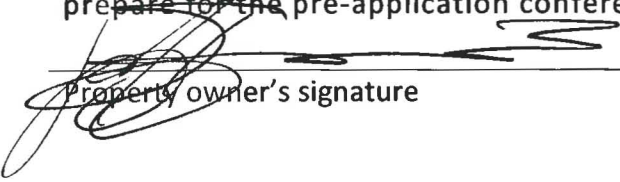
Please attach additional materials relating to your proposal including a site plan on paper up to 11 x 17 inches in size depicting the following items:

- | | |
|--|---|
| ➤ North arrow | ➤ Access to and from the site, if applicable |
| ➤ Scale | ➤ General location of existing trees |
| ➤ Property dimensions | ➤ Location of creeks and/or wetlands |
| ➤ Streets abutting the property | ➤ Location of existing utilities (water, sewer, etc.) |
| ➤ Conceptual layout, design and/or building elevations | ➤ Easements (access, utility, all others) |

Please list any questions or issues that you may have for city staff regarding your proposal:

Please see the attached plans and letter.

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

Date

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

July 19, 2012

City of West Linn
C/O Mr. Tom Soppe
Associate Planner
22500 Salamo Road
West Linn, OR 97068

Bland Circle Subdivision
West Linn, OR

Dear Tom,

3J Consulting, Inc. acts on behalf of JT Smith Companies regarding a property located at 23112 Bland Circle (Tax lot number 21E35B 00502). This letter and the attachments hereto have been submitted in order to request a Pre-Application Conference to discuss the submittal requirements for a proposed subdivision of the subject property. We would like to request the pre-application conference be held on Thursday, August 2 if schedules will allow.

The property is located entirely within the City of West Linn and it is zoned R-7. The site is approximately 1.16 acres in size. The site is free from wetlands and waterways but has several existing trees which will most likely be considered to be significant, including a mixture of conifers and deciduous ornamentals. The site is bordered to the north by an existing R-7 subdivision and to the east and to the west by unincorporated estate sized properties.

The Applicant is proposing to create five new lots on the property which will allow for the construction of five new single family homes. The Applicant is considering a variety of alternatives to provide access to the newly created lots in order to accommodate the protection of as many existing landscape trees as possible. As you'll note, we have already conducted several meetings with staff to discuss the development of the property.

The following list of questions has been provided for staff's consideration. As we have already discussed several of these issues with staff, our inclusion of the previously discussed questions are simply a means to document the City's requirements in preparation for our land use submission.

1. What right of way dedication and improvements will be required by the City along Bland Circle? We note that low volume collectors may utilize a 14 foot wide travel lanes.
2. Regarding access to the development, it seems that the City requires that no more than four lots take access via a private road without a variance. In order to retain flexibility in allowing us to avoid trees, we may be interested in pursuing a variance to the City's standard street section. Could we use a variance process to request a reduction in the requirements for a standard street or 3/4 street section? (Perhaps we would only want to propose to create a 20 foot access road with no planter and no sidewalk?)
3. As an alternative, if we opted to create a small, private access road, would the City allow the four rear lots (2-5) take access to a private road with the first lot taking access to Bland Circle (essentially lot 1 would have an easement for the private access road as well as a separate access point for the proposed home).
4. Will the City require a Transportation Impact Analysis as part of a subdivision application?
5. What would be the maximum permissible offset between the private road centerline and the falcon road centerline? Does this change if we utilize a private access road?

6. Could you please describe the City's fee in lieu program for tree mitigation and discuss which trees will be required to be mitigated for? It appears that only trees which are removed for road grading purposes will require mitigation.
7. We understand that due to the location of the site and the boundaries of the adjoining neighborhood associations, the City will require meetings with both the Savannah Oaks and the Willamette neighborhood associations. Would it be possible to have a combined meeting with both the Willamette and Savannah Oaks neighborhood associations?
8. Could you please confirm whether an application for subdivision with one or more variances could be eligible to utilize the expedited subdivision process?
9. Could you please confirm that water service will be available to service the proposed lots? Are there any known pressure issues we should be aware of?
10. Could you please describe the permissible options for the treatment of stormwater on the property? Ponds, Swales, pervious pavement, , etc. We are very interested to know the City's preference. Will a storm report or downstream analysis be required for the project?
11. Could you please provide us with any other pertinent information regarding the subdivision of the property?

Attached hereto are two preliminary development options, the City's fee for a Pre-Application conference, and the City's Pre-Application Conference request form. We thank you for your consideration of these questions. Please feel free to give me a call if you have any questions or need any additional clarification.

Sincerely,



Andrew Tull
Senior Planner
3J Consulting, Inc.

copy: Mr. Jeff Smith
Mr. John Wyland
Mr. Brian Feeney
Mr. Mike Robinson
File

Attch: Pre-Application Conference Fee
Pre-App Request Form
Preliminary Development Options C and D



SITE STATISTICS

Site: 23128 Bland Circle
 Taxlot: 2s1e35b 00502
 Size: 1.1 Acres
 Jurisdiction: City of West Linn

Dimensional Requirements:

Zoning: R-7
 Maximum Density: 6 Units
 Minimum Lot Size: 7,000 SF
 Setbacks:
 Front: 20'
 Side: 7.5'
 Rear: 20'
 Street Side: 15'
 Max. Height: 35'

SITE NOTE

Site map has been prepared using data from multiple sources including Aerial Photos, Portland Metro's GIS Data, and taxmap information. This map has been prepared for illustrative purposes only. All boundary and dimensional information should be verified by a professional land surveyor.





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