



CITY OF
**West
Linn**

LAND USE PRE-APPLICATION CONFERENCE

Thursday, February 14, 2013

**City Hall
22500 Salamo Road**

Willamette Conference Room

Time: 11:00 am **Applicant proposes a lot line adjustment and a partition of one of the parent lots resulting in the creation of three buildable lots.**

Applicant: John Wyland/J T Smith Companies

Subject Property Address: 960 Dollar St.

Neighborhood Assn: Willamette

Planner: Peter Spir

Project #: PA-13-01





PRE-APPLICATION CONFERENCE

THIS SECTION FOR STAFF COMPLETION		
CONFERENCE DATE: <u>2/14/13</u>	TIME: <u>11 AM</u>	PROJECT #: <u>PA-13-01</u>
STAFF CONTACT: <u>PETER SPIR / TOM SOPPE</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): 960 Dollar Street (2s1e34dc 00700 and 00800)

Brief Description of Proposal: Applicant proposes a lot line adjustment and a partition of one of the parent lots. The desired result of the partition and lot line adjustment will be the creation of three buildable lots.

Applicant's Name: John Wyland, JT Smith Companies

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

Phone No: (503) 209-7555

Email Address: jwyland@stsmithco.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:

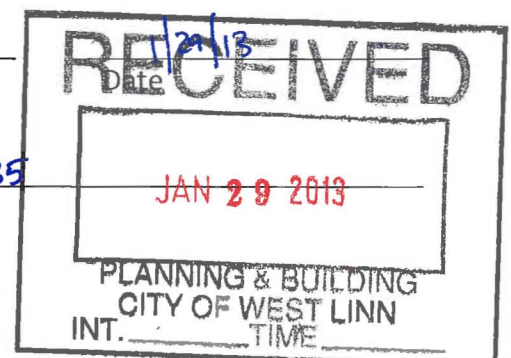
- North arrow
- Scale
- Property dimensions
- Streets abutting the property
- Conceptual layout, design and/or building elevations
- Access to and from the site, if applicable
- General location of existing trees
- Location of creeks and/or wetlands
- Location of existing utilities (water, sewer, etc.)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

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

5285 MEADOWS ROAD SUITE 171 LAKE OSWEGO OR 97035
Property owner's mailing address (if different from above)





January 29, 2013

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

**Dollar Street Partition
West Linn, OR**

Dear Peter,

3J Consulting, Inc. acts on behalf of JT Smith Companies regarding a property located at 960 Dollar Street (Taxlot number 2s1e34dc 00700 and 00800). 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 lot line adjustment and partition application for the subject property.

The property is located entirely within the City of West Linn and it is zoned R-10. The site is approximately 0.87 acres in size. The site appears to be free from wetlands and waterways but does have several existing landscape trees, some of which may be considered to be significant. The trees on the site include a mixture of conifers and deciduous ornamentals and are largely overgrown. The site is bordered to the north, east, and west by an existing R-7 subdivision. The site is bordered to the south by R10 property which is largely undeveloped. The existing home on the property currently takes access from Dollar Street but has frontage on River Heights Circle.

The Applicant is proposing to create three new lots on the property which will allow for the construction of three new single family homes. The Applicant will first propose a lot line adjustment to create two north/south lots on the property. The larger of the two lots will then be partitioned into two additional north/south lots. Access to the westernmost lot will be proposed from River Heights Circle. Access to the two eastern lots will be proposed along Dollar Street. The purpose of requesting a lot line adjustment and subsequent partition would be to allow for construction to begin on the first two homes while the partition application is in process.

The following list of questions has been provided for staff's consideration:

1. Please confirm any required dedications or frontage improvements which may be required along Dollar Street and River Heights Circle.
2. Regarding access to the development, please confirm whether a shared access drive for lots fronting Dollar Street will be required?
3. What specialist reports or studies will be required in support of the Applications? Geotechnical Report, Traffic Study, Arborist Report?
4. Please advise as to whether a neighborhood meeting will be required for the proposed land use actions.
5. Please confirm that stormwater management design will be limited to the areas required to serve the proposed homes. As both fronting roadways have been fully constructed with 1/2 street improvements along the site's frontage, the Applicant is not anticipating any public stormwater improvements.
6. Could you please provide us with any other pertinent information regarding the proposed

land division or lot line adjustment?

7. Please describe any issues which may prevent the construction of homes on the adjusted lots while the partition is in process?

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
File

Attch: Fee for Pre-App
Pre-App Request Form
Preliminary Land Division Plan



SITE NOTE

Size: 0.86 Acres
Jurisdiction: City of West Linn

Dimensional Requirements:

Zoning: R-10
Minimum Lot Size: 10,000 SF
Setbacks:
Front: 20'
Side: 7.5'
Street Side: 15'
Rear: 20'

SITE NOTE

Site map has been prepared using data from existing tax maps and Metro's RLIS GIS Data. This map has been prepared for illustrative purposes only. All boundary and dimensional information should be verified by a professional land surveyor.