



CITY OF  
**West  
Linn**

## LAND USE PRE-APPLICATION CONFERENCE

**Thursday, April 4, 2013**

**City Hall  
22500 Salamo Road**

**Willamette Conference Room**

**10:00 am Applicant proposes a partition application to create 3 single family detached homes. The proposed lots will take access to Remington Drive via a single private driveway with access easements.**

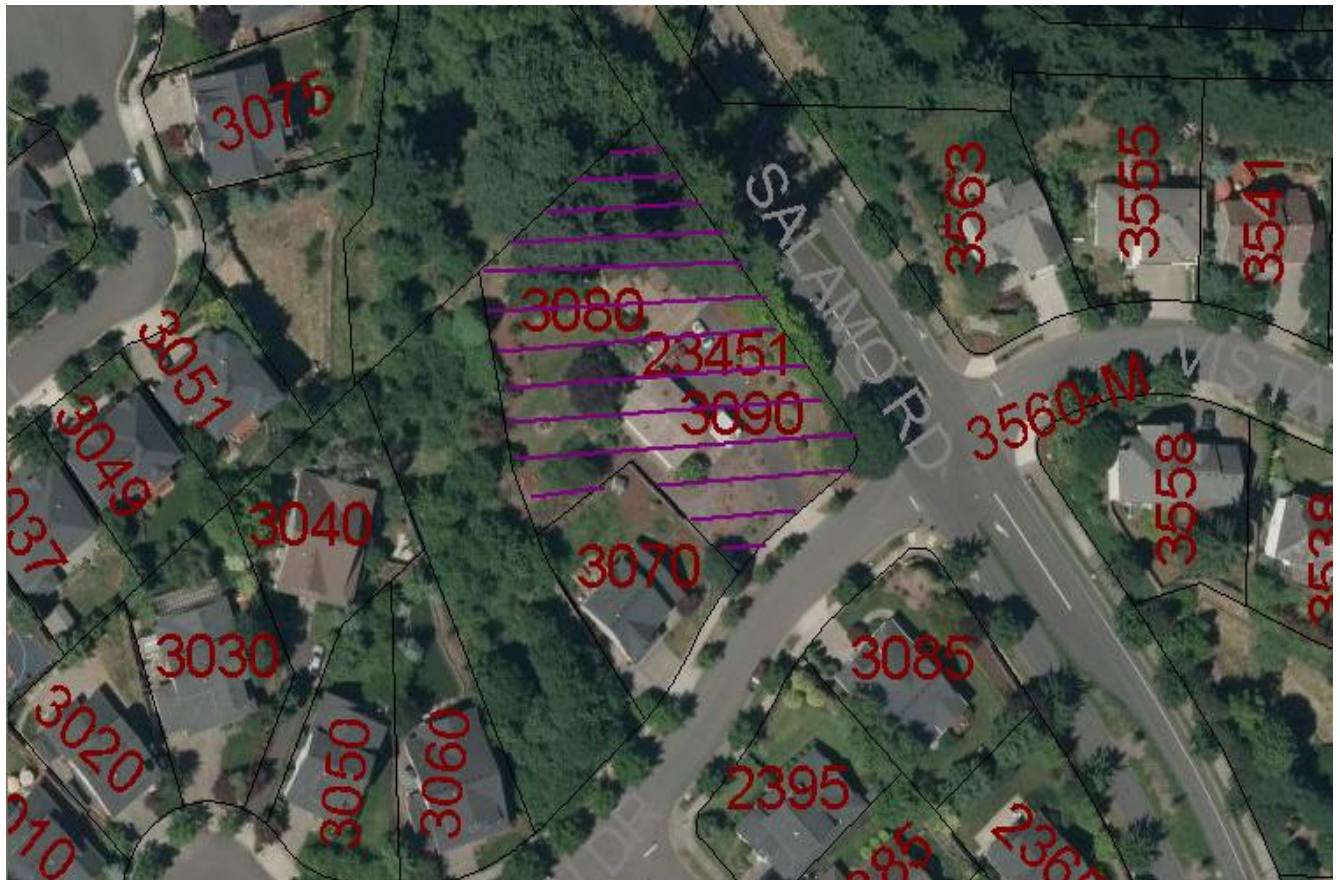
**Applicant: John Wyland, JT Smith Companies**

**Subject Property Address: 23451 Salamo Rd.**

**Neighborhood Assn: Savanna Oaks**

**Planner: Peter Spir**

**Project #: PA-13-10**





### PRE-APPLICATION CONFERENCE

THIS SECTION FOR STAFF COMPLETION		
CONFERENCE DATE:	4/14/13	TIME: 10AM
STAFF CONTACT:	PETER SPIR	PROJECT #: PA-13-10
		FEE: 1000

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): 23451 Salamo Road (2s1e35a 00900)

Brief Description of Proposal: Applicant proposes a partition application to create 3 single family detached homes. The proposed lots will take access to Remington Drive via a single private driveway with access easements.

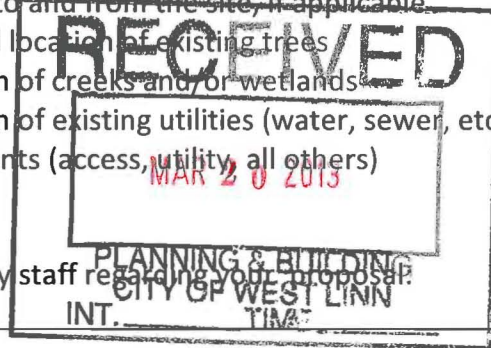
Applicant's Name: John Wyland, JT Smith Companies

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

Date

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



March 19, 2013

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

**Remington Street Partition  
(Benjamin Heights)  
West Linn, OR**

Dear Peter,

3J Consulting, Inc. acts on behalf of JT Smith Companies regarding a property located at 23451 Salamo Road (Taxlot number 2s1e35a 00900). This letter and the attachments hereto have been submitted in order to request a Pre-Application Conference to discuss the submittal requirements for the partition application for the subject property.

The property is located entirely within the City of West Linn and it is zoned R-7. The site is approximately 0.66 acres in size. The site appears to be generally free from wetlands and streams but is located adjacent to a tract owned by the City of West Linn, adjacent to the property to the west which may contain a seasonal or continuously flowing stream. An estimated 50 foot buffer from the resource has been shown on the attached plan, consistent with the City's requirements for resource protection. The trees on the site include a mixture of conifers and deciduous ornamentals and are largely overgrown. The site does contain a platted conservation easement for trees which was established as part of a previous land use action. The site is bordered on almost all sides by R-7 subdivisions with existing single family homes.

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 achieve this outcome through the preparation of an application for a partition. Access to all of the proposed lots will be from a single access point along Remington Drive. Access to the two northernmost lots will be taken via an access easement which is proposed to traverse lots 1 and 2.

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 Remington Drive or Salamo.
2. Regarding access to the development, please confirm whether the proposed access easement and driveway location will be acceptable to the City.
3. What specialist reports or studies will be required in support of the Applications? Geotechnical Report, Traffic Study, Arborist Report?
4. Could you please confirm whether or not any building activities may be permitted within the conservation easement areas?
5. Along the same line as the previous question, under the guidance of the applicant's Arborist, would any revisions to the location of the existing conservation easement be permissible as part of a partition application, to better reflect current ground conditions?
6. Will any other trees within either the site or the adjoining right-of-ways be considered to be

significant or trigger any protective mechanisms?

7. Please advise as to whether a neighborhood meeting will be required for the proposed Partition Application?
8. 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.
9. Could you please provide us with any other pertinent information regarding the proposed land division or lot line adjustment?
10. Please describe any issues which may prevent the construction of at least one single family home on the property whilst the partition is in review?

Attached hereto is a preliminary site plan, 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,

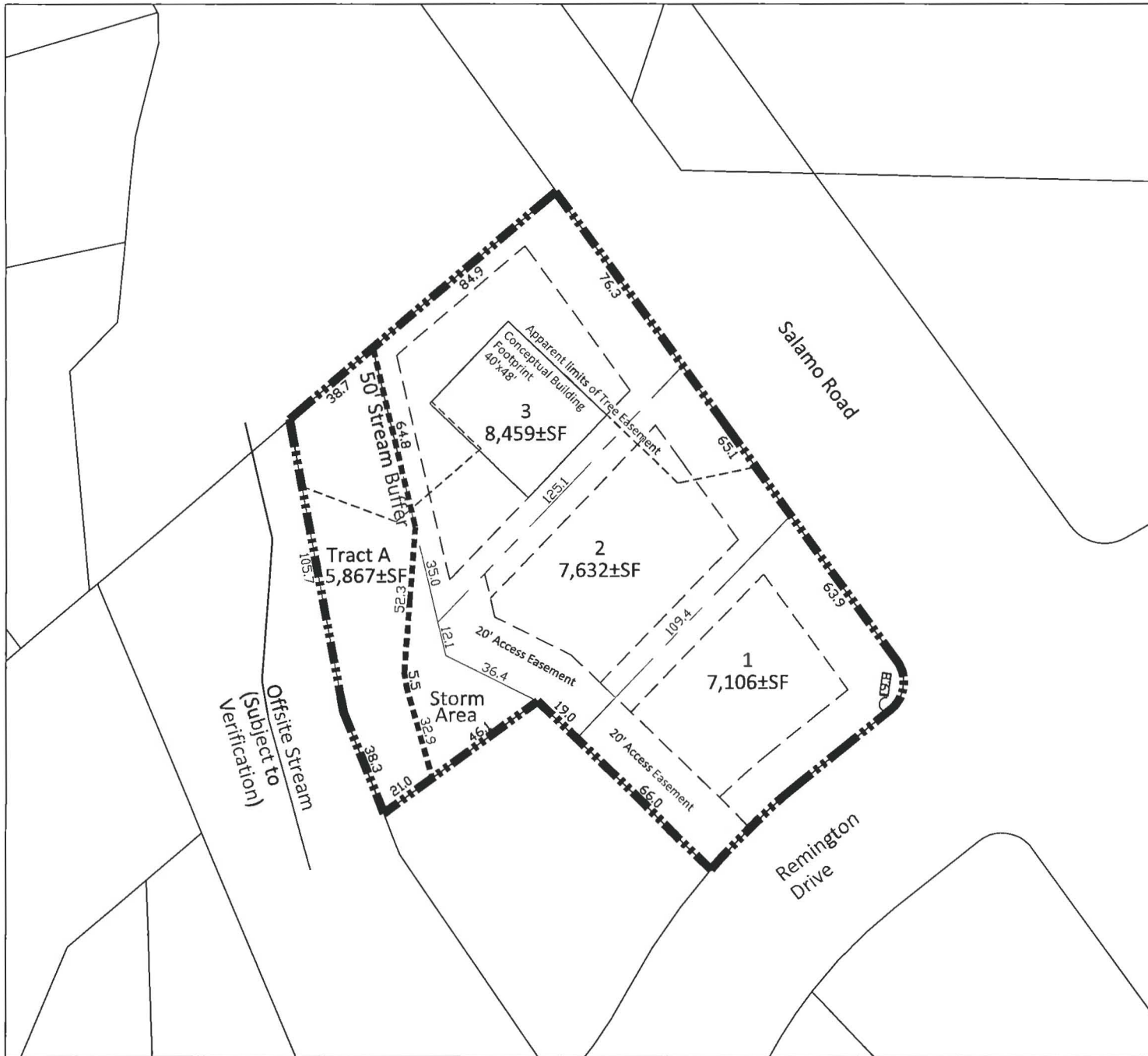


Andrew Tull  
Senior Planner  
3J Consulting, Inc.

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 STATISTICS	
Site:	23451 Salamo Road
Taxlot:	2s1e35ac 00900
Size:	0.66 Acres
Jurisdiction:	City of West Linn
Dimensional Requirements:	
Zoning:	R-7
Maximum Density:	3 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.



Remington Drive Partition - R1

A JT Smith Development

February 2013