City of West Linn

PRE-APPLICATION CONFERENCE MEETING

Notes

April 4, 2013

SUBJECT: Three lot minor partition at 23451 Salamo Road

ATTENDEES: Applicants: Jeff Smith, John Wyland, Brian Feeney, Andrew Tull
Staff: Peter Spir (Planning Department), Khoi Le (Engineering Division)
Neighborhood representatives: Ed Schwarz and David Rittenhouse, Savanna Oaks N.A.

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. <u>These comments are PRELIMINARY in nature</u>. Please contact the Planning Department with any questions regarding approval criteria, submittal requirements, or any other planning-related items. Please note disclaimer statement below.

General Overview

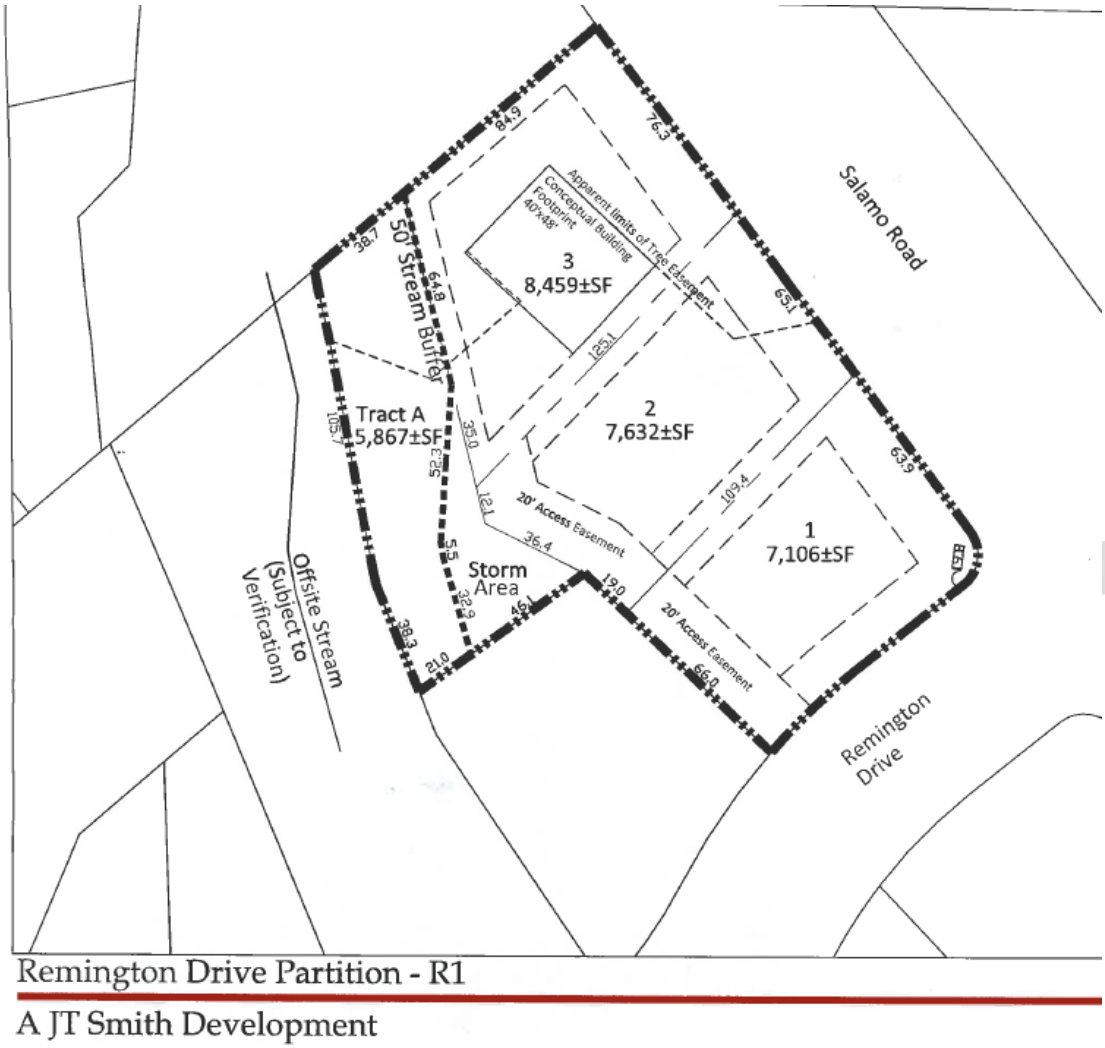
The site address is 23451 Salamo Road in the Savanna Oaks neighborhood. The tax lot number is 21E 35A tax lot 900 and comprises 29,067 square feet. The zoning is R-7 (single family residential/ 7,000 square foot minimum lot size). The applicant is proposing three lots ranging from 7,106 to 8,459 square feet. The property is flanked by Salamo Road to the east, Remington Drive to the south, a single family home to the west as well as Salamo Creek and wetland within a City owned open space along the north and west border.

The notable physical characteristics of the site include a varied and extensive collection of trees, many of them seemingly significant. Douglas Fir trees dominate the north portion of the property while an Oak tree is located near the intersection of the two streets. A creek and a wetland, with the associated water resource area (WRA) transitions and setbacks, will also greatly influence the use of the property. An overgrown laburnum hedge crowds the Salamo Road right of way (ROW).

A single family home is located on the property along with a large accessory building. The property has sidewalks, planter strip and full street improvements along Remington Drive and no sidewalks or planter strip adjacent to Salamo Road.

Specific Proposal

Three lots are proposed for this minor partition. The lots are arranged to maximize their setback from the WRA and show deference to the trees on the north side. Per the R-7 zoning, all lots are over 7,000 square feet in size. According to the applicant's drawings, a storm water treatment and detention pond is proposed within the WRA. (Subsequent discussions at the pre-application conference indicated that individual rain gardens would be installed so as to remove the pond from the WRA.) Access will be via a new curb cut that will replace an existing one on Remington Drive. The interior driveway will extend north towards the rearmost lot. It has yet to be determined if the driveway is in the WRA.



Surrounding Land Uses and Zoning

To the east of the property, across Salamo Road, are single family homes. To the north and west is a City owned open space that hosts a creek, wetland and native riparian vegetation. Also to the west is a single family home fronting on Remington Drive. To the south, across Remington Drive, are single family homes.

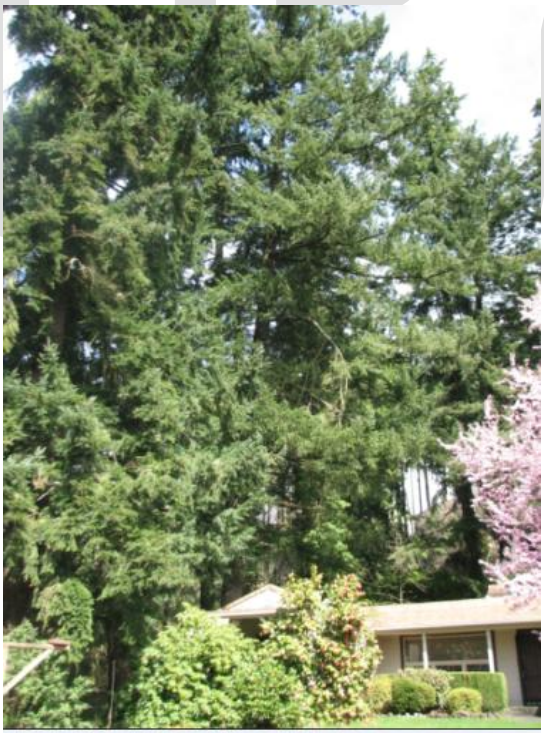
Table 1: Surrounding Land Use and Zoning

DIRECTION FROM SITE	LAND USE	ZONING
North	City owned Open Space and creek	R-7
East	Single family residential	R-7
South	Single family residential	R-7
West	City owned Open Space and creek / Single family residential	R-7

Site Analysis

Slopes

The land is relatively flat with a gradual 2-5% slope down towards Salamo Creek and the associated wetlands shown on the map below in brown. The graded slopes adjacent to Salamo Road rise about six feet at the north end of the property and transition to match grade by the intersection of Remington Drive. No geotechnical report is required.



Trees and Vegetation

The north part of the property is dominated by an extensive collection of Douglas Fir trees plus at least one attractive Oak tree at the street corner. The interior of the site has a number of smaller ornamental trees. The dominant ground cover is grass. An

overgrown Laburnum hedge along the Salamo Road frontage is a familiar feature of the site. Vegetation along the off-site creek and wetland is a mix of riparian native and non-native vegetation.

Section 55.100(B)(2) provides for significant tree preservation and can require that up to 20 percent of the non-type I and II lands be set aside for their protection. Significant trees on Type I and II lands are given complete protection. Trees within the WRA (drainageway) boundary are therefore to be saved 100%. The code makes accommodation for the removal of trees in anticipated street alignments (see 55.100(B)(2) exemptions) but the applicant should anticipate being required to mitigate for their loss on an inch by inch basis exclusive of normal street tree requirements. The mitigation can be on or off-site, or can be satisfied by a fee-in-lieu payment, if the Parks

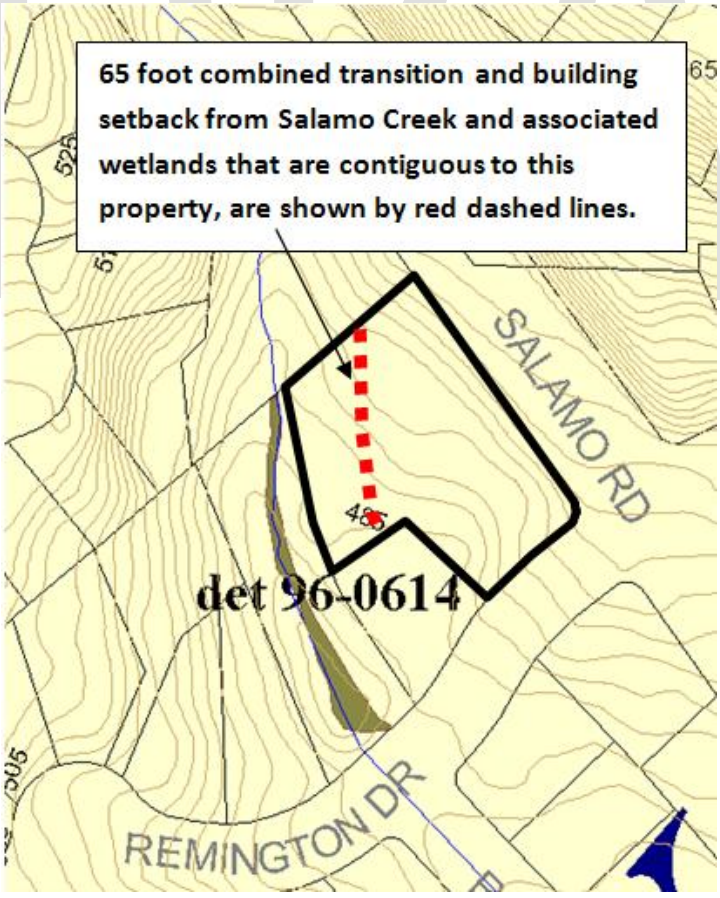
Department agrees to this. Significant trees in the WRA (on Type I and II lands) cannot count towards the fulfillment of the maximum 20 percent set aside for significant trees on non-Type I and II lands.

The applicant's arborist should contact City Arborist Mike Perkins (503-723-2554 or mperkins@westlinnoregon.gov) once the preliminary tree inventory is complete to verify which trees are significant. (Preliminary discussions with Mike Perkins indicate that the Oak tree on the street corner is significant and needs to be saved.)

An existing tree conservation easement required in 2000 is noted on the applicant's partition submittal. That area may be modified in the platting process if it turns out that it does not effectively encompass significant trees or that it may not satisfy the 20% significant tree set aside.

Streams (Water Resource Areas (WRAs))

Salamo Creek runs along the north and west of the property within a City owned open space tract. A wetland exists to the west of the property in that same tract.



(Wetland is shown in olive drab)

Because the slopes adjacent to the stream and wetland are in the 0-25% category there is a 50 foot transition area plus a 7.5-15 foot structural setback depending on whether the side or the rear/front of the house faces the stream or wetland. The transition and setback are measured from the stream edge or, in the case of wetlands, from their delineated border. A wetland delineation by a qualified wetland specialist or biologist is required. The delineation will need to be marked/flagged in the field and mapped. A WRA permit will be required.

Salamo Creek

Although the applicant is keeping most of the improvements out if the WRA, staff notes that the applicant proposes to construct a storm water treatment area in the WRA transition and setback. Section 55.100 (M) must be addressed:

"Stormwater treatment facilities may only encroach a maximum of 25 feet into the outside boundary of the water resource area; and the area of encroachment must be replaced by adding an equal area to the water quality resource area on the subject property. Facilities that infiltrate stormwater on site, including the associated piping, may be placed at any point within the water resource area outside of the actual drainage course so long as the forest canopy and the areas within 10 feet of the driplines of significant trees are not disturbed. Only native vegetation may be planted in these facilities."

The applicant has stated that they will install individual rain gardens to avoid the conflict with the WRA standards. Also, depending on the results of the delineation, the access

driveway may be in the WRA. It has to meet the 7.5 foot structural setback of Chapter 32 (based on the definition of a structure in Chapter 2). Having said that, section 32.050(F) makes accommodation for driveways:

F. Roads, driveways, utilities, or passive use recreation facilities may be built in and across water resource areas when no other practical alternative exists. Construction shall minimize impacts. Construction to the minimum dimensional standards for roads is required. Full mitigation and revegetation is required, with the applicant to submit a mitigation plan pursuant to CDC 32.070 and a revegetation plan pursuant to CDC 32.080.

The required mitigation for the driveway and storm treatment could occupy a significant part of the site. Off site mitigation is an option. Typically, the Parks Department allows for enhancement of riparian areas adjacent to Fields Bridge or Willamette Parks.

Please note that if the WRA transitions and setbacks associated with the delineated wetland and creek cover over 25% of the subject property then a Planned Unit Development will be required unless exempted per Chapter 24. Preliminarily those conditions do not appear to exist at this site, although that will have to be confirmed.

Partition of Property and Lot Layout

The three lots will be arranged from south to north along the east edge of the site to keep the homes as far from the WRA as possible. This arrangement agrees with the WRA approval criteria which calls for maximum separation between the WRA and development. Access to the homes will be via ashared 20 foot wide driveway and use the existing curb cut on Remington Drive. All lots will meet the R-7 minimum lot size as well as the dimensional requirements of the zone.

The applicant shall must provide the necessary calculations to demonstrate that the development is attaining at least 70 percent of the maximum allowable denisty of the R-7 zone.

Expected Development Pattern/Street Connectivity

This parcel is in the midst of a fully developed area with no development potential on adjoining or nearby lots. No street connectivity is required. This application can make a positive contribution to pedestrian access along Salamo Road by providing a sidewalk for that frontage.

Traffic Impact Analysis (TIA)

Subsection 85.170(B) (2) (c) (1) lists the circumstances that require a traffic impact analysis (TIA).

> *c. <u>When required</u>. A Traffic Impact Analysis may be required to be submitted to the City with a land use application, when the following conditions apply:*
>
> *1) The development application involves one or more of the following actions:*
>
> *(A) A change in zoning or a plan amendment designation; or*
>
> *(B) Any proposed development or land use action that ODOT states may have operational or safety concerns along a State highway; and*
>
> *(C) The development shall cause one or more of the following effects, which can be determined by field counts, site observation, traffic impact analysis or study, field measurements, crash history, Institute of Transportation Engineers Trip Generation manual; and information and studies provided by the local reviewing jurisdiction and/or ODOT:*
>
> *(1) An increase in site traffic volume generation by 250 average daily trips (ADT) or more (or as required by the City Engineer); or*

(2) An increase in use of adjacent streets by vehicles exceeding the 20,000-pound gross vehicle weights by 10 vehicles or more per day; or

(3) The location of the access driveway does not meet minimum intersection sight distance requirements, or is located where vehicles entering or leaving the property are restricted, or such vehicles queue or hesitate on the State highway, creating a safety hazard; or

(4) The location of the access driveway does not meet the access spacing standard of the roadway on which the driveway is located; or

(5) A change in internal traffic patterns that may cause safety problems, such as backup onto the highway or traffic crashes in the approach area.

The proposal does not meet any of the criteria that trigger a TIA. There will be no new or additional points of access to Remington Drive in that as the existing one will be closed and replaced by one to the southwest. The trip generation of two new lots (excluding the trip generation of the existing single family home) will not exceed 250 trips per day. Per the Institute of Traffic Engineers (ITE) tables, single family homes are expected to generate 9-10 trips per weekday meaning that this subdivision would produce 20 weekday trips. The PM peak hour (5-6 PM) trip generation of 1.01 per home will yield 2.02 trips.

No traffic studies will be required.

The required separation between the driveway curb cut and
the Salamo Road and Remington Drive intersection is 35 feet per the CDC and 50 feet per the TSP so the new driveway location exceeds that with 72 feet.

Insert: Engineering Notes

Property Address: 3090 Remington – West Linn, OR 97068

I. TRANSPORTATION

SALAMO ROAD

	EXISTING CONDITIONS	POTENTIAL POST DEVELOPMENT CONDITIONS
Classification	Minor Arterial	Minor Arterial
Zone	R-10	R-10
Right of Way Width	78’	72’
Full Pavement Width	32’ Half Street	24’ Half Street
Bike Lane	Yes	6’
Curb and Gutter	Yes	Curb and Gutter
Planter Strip	None	5.5’ Planter
Sidewalk	None	6’ Sidewalk
Street Light	Yes – On the Opposite Side	Yes – Cobra Head

Utility Pole	1 overhead anchor pole.	Remove existing pole. New services to be placed underground.
Street Tree	None along the frontage.	Yes
ADA Ramps	Yes	None
Post Speed	25 MPH	25 MPH
Stripe	Yes	Yes

A. MINIMUM REQUIRED IMPROVEMENTS

1. Dedication: None.

2. Provide 6' sidewalk and ADA ramp.

3. Provide illumination analysis of the existing conditions. Install street lights as recommended in accordance to the followings:
   - Average Maintained Illumination: 0.6 foot-candles (Residential)
   - Uniformity Average to Minimum: 4 to 1
   - Street Light should match with existing surrounding lights – Cobra Head to mach adjacent development.
   - Bulb: Flat lens 150 watts maximum

4. Provide Street Tree. Coordinate with Parks Department for requirements.

5. In case the access road is determined to be a private road the driveway approach shall be designed with the following requirements:
   Driveway Approach: 36' maximum width including wings. See WL-504A, 504B, and 505 for technical and construction specifications. Driveway approach serving 3 lots or more should be designed in accordance with Commercial Driveway Design Guidelines and Standards. Intersection of new driveway to existing roadway should be design in accordance with Public Works Standards Section 5.0015 Intersections.

6. All new and existing overhead utilities along the development must be placed underground.

7. Reference: Renaissance Height 3 As-Built, Partition Plat 2000-119

REMINGTON DRIVE

	EXISTING CONDITIONS	POTENTIAL POST DEVELOPMENT CONDITIONS
Classification	Local	Local

Zone	R-10	R-10
Right of Way Width	56’	56’
Full Pavement Width	29’	32’
Bike Lane	None	None
Curb and Gutter	Yes	Curb and Gutter
Planter Strip	None	5.5’ Planter
Sidewalk	Yes	6’ Sidewalk
Street Light	On the opposite side	Yes – Shoebox
Utility Pole	1 overhead anchor pole.	New services to be placed underground
Street Tree	Yes	Yes
ADA Ramps	None	Yes
Post Speed	25 MPH	25 MPH
Stripe	None	None

B. MINIMUM REQUIRED IMPROVEMENTS

1. Dedication: None.

2. Provide a minimum 16’ pavement improvement with the following sections:
   - 10” of 1-1/2”-0 Crush Rock
   - 2” of ¾” -0 Leveling Course
   - 4” of AC Pavement consisting of 2” Class “C” over 2” Class “B”
   - See Public Works Standards Section 5.0030 Pavement Design for design requirements.

3. All new and existing overhead utilities along the development must be placed underground.

4. Reference: Renaissance Height 3 As-Built.

C. CITY TRANSPORTATION MASTER PLAN

PEDESTRIAN MASTER PLAN

Salamo Road is indicated in the City Pedestrian Master Plan as one of the roadways with sidewalk deficient. Sidewalk project along Salamo Road from 10th Street to Weatherhill Road is identified as project number 38, 72 and 73 with medium level of priority on Pedestrian Master Plan Project list (See TSP page 5-7 and 5-8). 6’ sidewalk along the project frontage will be included as part of the street improvement requirements.

BICYCLE MASTER PLAN

Salamo Road is indicated in the City Bicycle Master Plan as one of the roadways with bike lane deficiency. Salamo Road bike lane improvement between Blankenship to Barrington Drive is listed as project number 2 in Bicycle Master Plan.

MOTOR VEHICLE MASTER PLAN

The closest intersection analyzed was Salamo Road and Rosemont Road.

Existing Operations Conditions

Intersection	LOS	Average Delay (sec)	Volume/ Capacity (v/c)	Measure of Effectiveness Administrative		MOE Met?
				Agency	Maximum	
Salamo/Rosemont	E	38.3	>1	City	LOS D	No

City anticipates installing a traffic signal at this intersection in calendar year 2014.

D. STREET SDC AND BIKE/PEDESTRIAN EFFECTIVE JULY 1ST 2012

Type of Use	Trip per Use	Factor	Reimbursement	Improvement	Administrative	Total
Per Factor of 1		1.00	$2,167	$4,644	$177	$6,988
Single Family	Per House	1.01	$2,189	$4,690	$179	$7,058

Type of Use	Trip per Use	Factor	Reimbursement	Improvement	Administrative	Total
Per Factor of 1		1.00	$0	$1,518	$40	$1,558
Single Family	Per House	1.00	$0	$1,533	$40	$1,573

II. STORM DRAINAGE

A. EXISTING CONDITIONS

1. There is no public storm main on Remington Drive for connection. There is a drainage way located close by the northwest corner of the property for possible point of disposal.
2. As-Built: Renaissance Height 3.

B. MINIMUM REQUIRED IMPROVEMENTS

1. Provide treatment for new impervious of 500 square feet or more.
2. Provide detention for new impervious of 5000 square feet or more.
3. Storm Drainage Analysis Report is required.

C. SURFACE WATER SDC EFFECTIVE JULY 1ST 2012

Unit		Factor	Reimbursement	Improvement	Administrative	Total
Per Factor of 1		1.00	$780	$234	$52	$1,066
Single Family	Per House	1.00	$780	$234	$52	$1,066

III. SANITARY SEWER

A. EXISTING CONDITIONS

1. There is existing 8" sanitary sewer main on Remington Drive for connection. There are already 3 sewer lateral installed ready for service along the frontage of this property.

2. As-Built: Renaissance Height 3.

B. SANITARY SEWER SDC EFFECTIVE JULY 1ST 2012

Unit	Meter Size	Factor	Reimbursement	Improvement	Administrative	Total
Per Factor of 1		1.00	$603	$2,348	$109	$3,060
Single Family	Per House	1.00	$603	$2,348	$109	$3,060

Tri-City Service District Sewer SDC 1 EDU = $2,020

IV. WATER

A. PRESSURE ZONE

1. Zone: Horton
2. Overflow Elevation: 730 Upper Elevation: 620 Lower Elevation: 475
3. Sub pressure zone serves customer at ground elevation as low as 340.

B. RESERVOIR AND PUMP STATION

1. Reservoir: Horton is located at the intersection of Horton Rd and Santa Anita Dr. The reservoir usable capacity is approximate 1.5 million gallon. The reservoir is filled by Bolton Pump Station. Horton Reservoir also supplies water to Rosemont Reservoir through Horton Pump Station.
2. Pump Station: Horton Pump Station consists of 4 pumps. Two can pump 900 gpm and two can pump 1,300 gpm with total capacity of 4,400 gpm and a nominal capacity of 3,100 gpm. There is an emergency standby diesel generator onsite in case power failure.

C. EXISTING POPULATION AND PROJECTED POPULATION AT SATURATION

1. Existing Population: 6,192

2. Projected Population at Saturation: 7,843

D. WATER DEMAND AT SATURATION

Average Day Demand (mgd)	Maximum Day Demand (mgd)	Peak Hour Demand (mgd)
1.1	2.3	12.6

E. RESERVOIR AND PUMP STATION CURRENT OPERATNG CONDITIONS

1. In accordance with Water System Plan, both the reservoir and pump station are listed in good conditions.

F. HORTON PRESSURE ZONE PEFORMANCE

Year	MDD (mg)	Fire Flow (mg)	Total Supply Need (mg)	Normal Supply Capacity (mg)	Emergency Supply Capacity (mg)	Normal Supply Deficit (mg)	Emergency Supply Deficit (mg)
Current	**3.1**	**0.5**	**3.6**	**4.3**	**1.3**	**(0.7)**	**1.3**
2015	**3.2**	**0.5**	**3.7**	**4.3**	**1.3**	**(0.6)**	**1.4**
2030	**3.6**	**0.5**	**4.1**	**4.3**	**1.3**	**(0.2)**	**1.7**
Saturation	**3.8**	**0.5**	**4.3**	**4.3**	**1.3**	**0**	**1.8**

1. The table above indicates that there is a surplus in supply capacity during a normal condition.

G. HORTON PRESSURE ZONE SUPPLY AND STORAGE DEFICIT

Year	Normal Conditions			Emergency Conditions		
	Supply Deficit (mgd)	Storage Volume (mg)	Overall Deficit (mgd)	Supply Deficit (mgd)	Storage Deficit (mgd)	Overall Deficit (mgd)
Current	**0**	**1.1**	**0**	**1.3**	**1.1**	**0.2**
2015	**0**	**1.1**	**0**	**1.4**	**1.1**	**0.3**
2030	**0**	**1.1**	**0**	**1.7**	**1.1**	**0.6**
Saturation	**0**	**1.1**	**0**	**1.8**	**1.1**	**0.7**

1. The table above indicates that there is no storage volume deficit during a normal condition.

H. HORTON PRESSURE ZONE MASTER PROJECT LIST

Numb	Location	Ex.	Propose	Priorit	Lengt	SDC	Unit	Estimate

er		Diameter (inches)	d Diameter (inches)	y	h (ft)	Allocation	Cost ($/lf)	d Project Cost ($)
29	Weatherhill Rd. from Salamo Rd to S Bland Cir. and then South		8	4	2,312	100%	125	$289,000
31	Sussex St. south of Sunset Ave.	4	8	5	248	0%	125	$31,000
32	From River View Ave. to Falls View Dr.	4	8	5	213	0%	125	$26,625
39	Clark St. south of Skyline	6	8	5	425	0%	125	$53,125
42	North of Linn Ln.	6	8	5	369	0%	125	$46,125
43	Parkview Ter. And Rosepark Dr.	6	8	5	765	0%	125	$95,625
47	Apollo Rd. west of Athena Rd.	6	8	5	385	0%	125	$48,125
48	Palomino Wy. from Saddle Ct. to Palomino Cir.	6	8	4	246	100%	125	$30,750

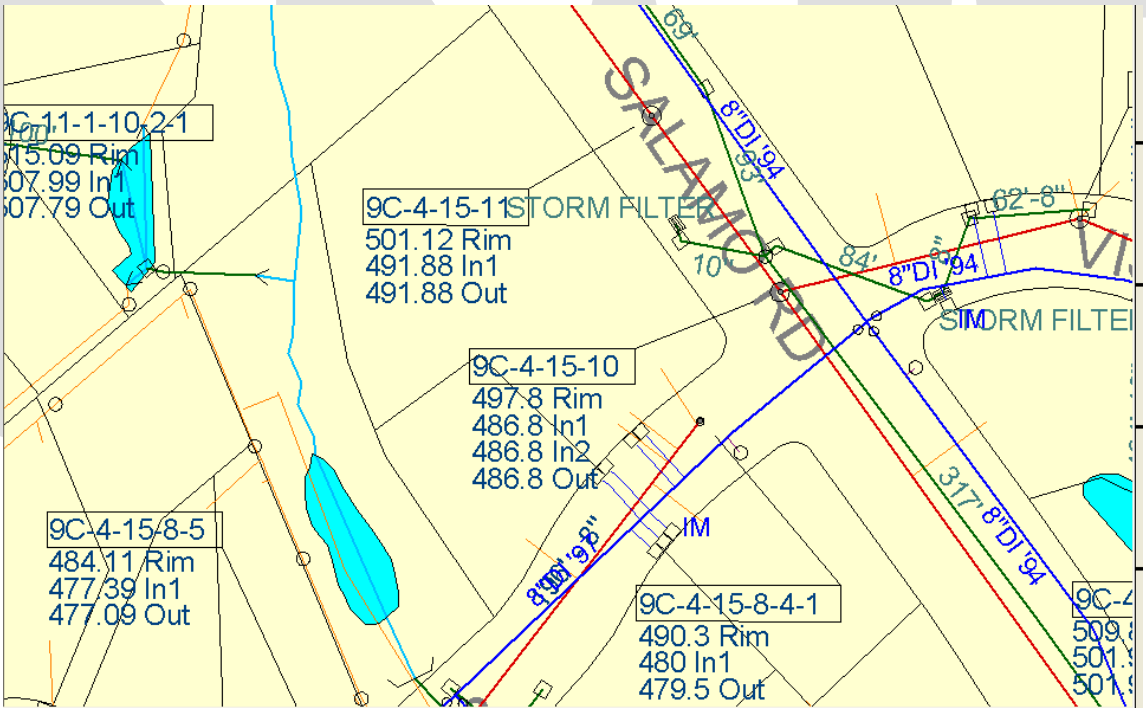
1. The table above indicates that there is no improvement required along the proposed project frontage.

I. EXISTING CONDITIONS

1. There is 8" DI Water main located on Remington Drive for connection. There are already 3 existing water meters installed for service of this property.
2. As-Built: Renaissance Height 3.

J. WATER SDC EFFECTIVE JULY 1ST 2012

Unit	Meter Size	Factor	Reimbursement	Improvement	Administrative	Total
Per Factor of 1		1.00	$571	$6,793	$191	$7,555
5/8" Meter	1		$571	$6,793	$191	$7,555



Process

A minor partition and WRA approval is required. No neighborhood meeting is required per 99.038. If you do want to meet with the neighborhood association, the property is within the Savanna Oaks neighborhood. Contact Ed Schwarz, President of the Savanna Oaks Neighborhood Association, at savannaoaksNA@westlinnoregon.gov

Follow 85.150-170 strictly and completely regarding submittal requirements (including plans, maps, etc.). Submittal requirements may be waived but the applicant must first identify the specific submittal requirement and request, in writing, 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. Waivers may also be subsequently overruled by the decision making body.

The approval criteria of 85.200 shall be responded to in a narrative.

The submittal requirements for a WRA permit are found in 32.040 and the approval criteria are in 32.050. Development of lots that are partially within the WRA may take advantage of the hardship provisions of 32.090(B).

Submit the application to the Planning Department with a signed application form. The deposit for a partition is $2,800. The final plat fee is $1,500. There is also a $500 fee for final site inspection. The WRA deposit fee is $2,600 plus a re-vegetation/mitigation inspection fee of $250.

Please contact staff if a PUD is required.

PLEASE NOTE that the deposits are initial deposits, 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, the staff will schedule a hearing with the Planning Commission. Staff will send out public notice of the Planning Commission hearing at least 20 days before it occurs. The Planning Commission's decision may be appealed to City Council by the applicant or anyone with standing.

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

Pre-application notes are void after 18 months and 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.

Pre-app2013/Pre-app April 5 2013-Pre-app notes Salamo MIP