

City of West Linn
PRE-APPLICATION CONFERENCE MEETING
Notes
April 4, 2013

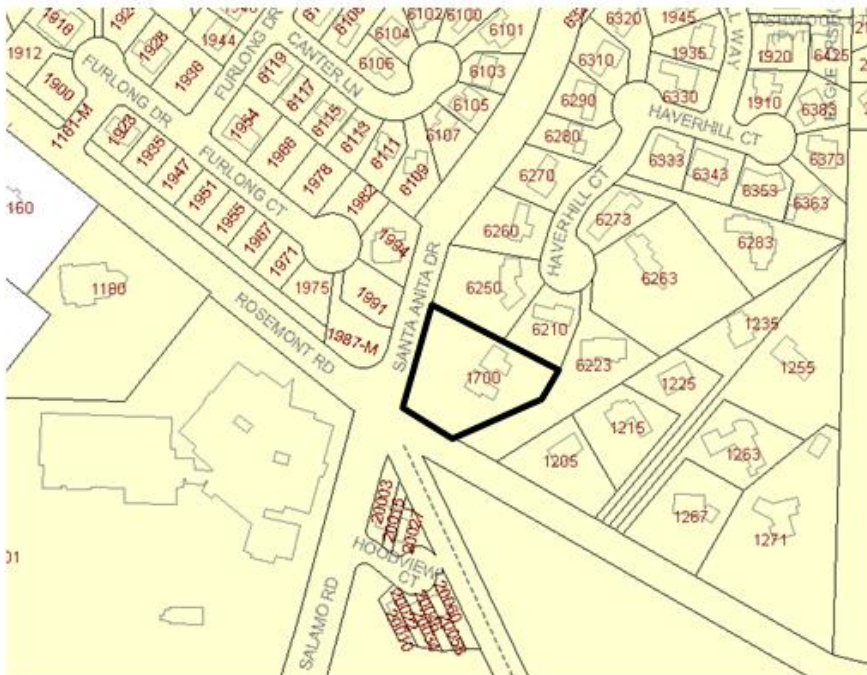
SUBJECT: Three lot minor partition at 1700 Santa Anita Drive

ATTENDEES: Applicants: Phil and Shawn Gentemann, Bruce Goldson
Staff: Peter Spir (Planning Department), Khoi Le (Engineering Division)

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. These comments are PRELIMINARY in nature. 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 1700 Santa Anita Drive in the Rosemont Summit Neighborhood Association. The tax lot number is 21E 26AD tax lot 2800 and comprises 44,434 square feet. The zoning is R-10 (single family residential/ 10,000 square foot minimum lot size). The applicant is proposing three lots ranging from 14,244 to 15,275 square feet. The property is flanked by Santa Anita to the west and Rosemont Road to the south. Single family homes are to the north and east.





The property has a 2-5% slope behind the house (to the northeast) and then increases in steepness to 16% in the direction of the intersection of Rosemont Road and Santa Anita Drive. Most of the trees at this site are along the north, west and south perimeters. Most do not appear to be significant. There are no streams, wetlands or other Goal 5 resources on the property. The groundcover is grass.

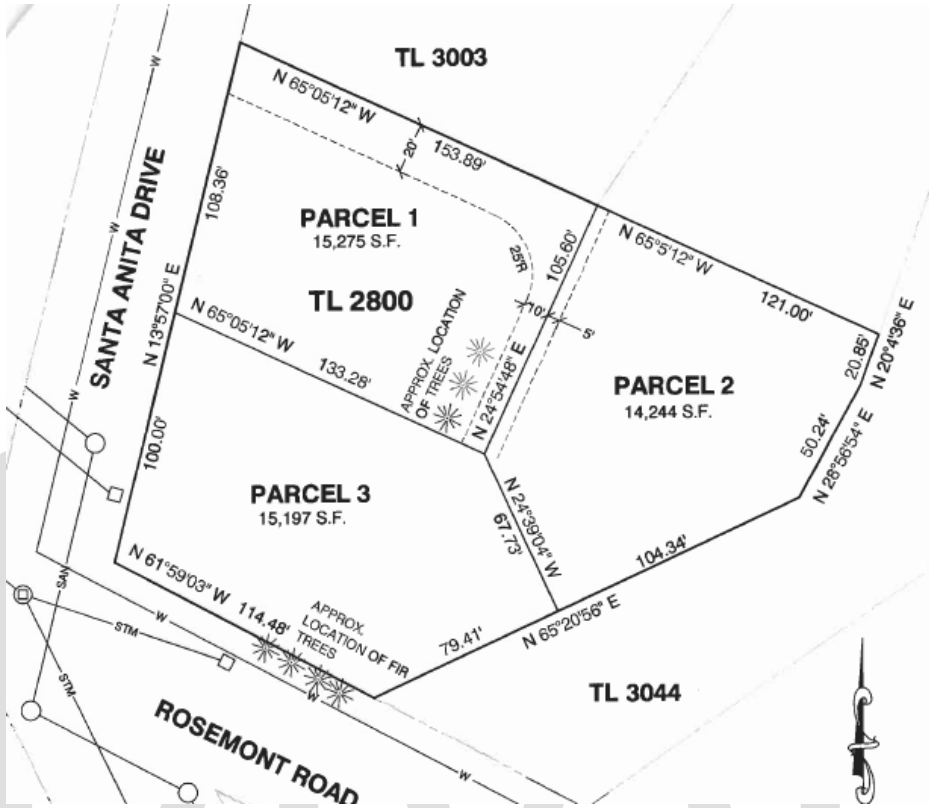
A single family home is located on the property along with a large accessory building/garage. The property has a curb flush sidewalk along Santa Anita Drive with a retaining wall adjacent to the property. Along Rosemont Road the street has no curb but there is an asphalt path set back from the street edge.

Specific Proposal

Three lots are proposed for this minor partition. The lots are all well over 10,000 square feet in size and all meet the dimensional requirements of that zone.

To accommodate a storm water individual facilities are proposed for each lot. Access will be via the existing curb cut on Santa Anita Drive and a common access easement. (Flag lot stems are not required.) The driveway will be L-shaped to serve all

lots. The square footage of the access easement must be deducted from the lots it traverses.



Surrounding Land Uses and Zoning

To the east and north of the property are single family homes. To the west, across Santa Anita Drive, are single family homes. To the southwest is Rosemont Middle School. To the south, across Rosemont Road, is a vacant heavily forested parcel.

Table 1: Surrounding Land Use and Zoning

DIRECTION FROM SITE	LAND USE	ZONING
North	Single family residential	R-10
East	Single family residential	R-10
West	Single family residential	R-10
Southwest	Rosemont Middle School	R-10
South	Heavily forested vacant parcel	R-10

Site Analysis

Slopes

The property has a 2-5% slope behind the house (to the northeast) and then increases in steepness to 16% in the direction of the intersection of Rosemont Road and Santa Anita Drive. No geotechnical report is required.

Trees and Vegetation

There is a row of deciduous trees with some small conifers along the north and east property line. There is a more mature row of Douglas fir trees along the south property line and in the Rosemont Road right of way (ROW). There a further grouping of Douglas fir trees plus a number of ornamental trees around the house.

The groundcover is grass.



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 (e.g. slopes over 25%) are given complete protection. 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.

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, if any, are significant.



Streams (Water Resource Areas (WRAs))

There are no streams, wetlands or other Goal 5 resources on the property.

Partition of Property and Lot Layout

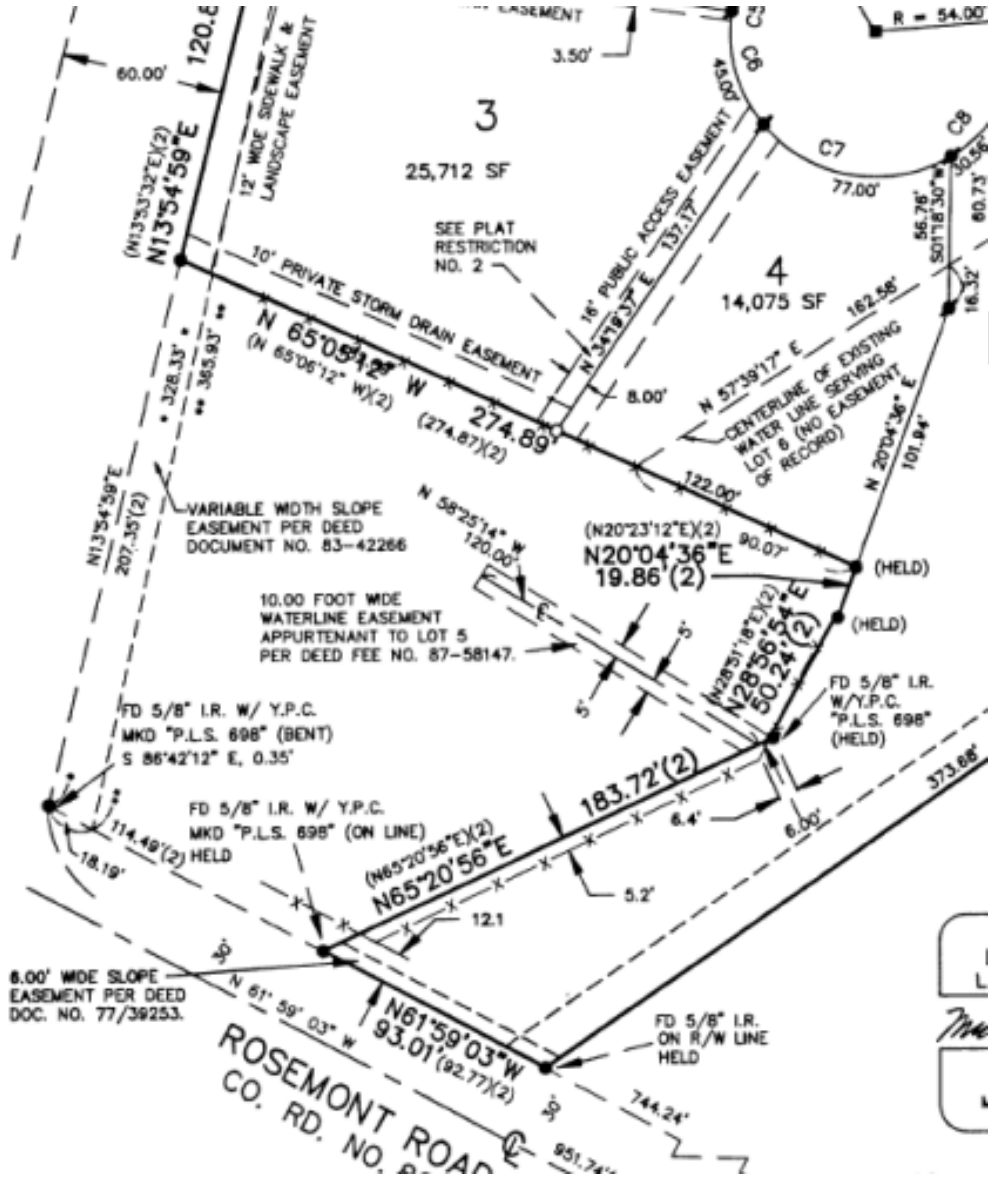
The three lots will be distributed around the site. Access to the homes will be via a shared driveway and the existing curb cut on Santa Anita Drive. All lots will meet the R-10 minimum lot size as well as the dimensional requirements of the zone.

The applicant shall must provide the necessary calculations to demonstrate that the development is attaining at least 70 percent of the maximum allowable density of the R-10 zone.

Expected Development Pattern/Street Connectivity

This parcel is in a fully developed area with no development potential on adjoining or nearby lots. No street connectivity is required. Staff discovered a 16 foot wide public access easement on the Haverhill Estates Plat between lots 4 and 3. It requires access at

such time that this property is partitioned. It was a reasonable idea, consistent with the TPR, in that it envisioned a pedestrian route from the Haverhill Court cul de sac heading south via this property. However, a nearby access easement from that same cul de sac links with Santa Anita Drive so it would be redundant to use this 16 foot easement.



PLAT RESTRICTIONS:

1. AN 8.00 FOOT WIDE PUBLIC UTILITY EASEMENT SHALL EXIST ALONG ALL LOT LINES ABUTTING PUBLIC STREETS.
2. USE OF THE PUBLIC ACCESS EASEMENT TO PROPERTY ADJACENT TO THE SOUTH IS ONLY ALLOWED WHEN SAID PROPERTY IS PARTITIONED INTO MORE THAN ONE PARCEL.



Traffic Impact Analysis (TIA)

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

c. When required. 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 Santa Anita Drive. 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.



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FT

Engineering Notes

I. TRANSPORTATION

ROSEMONT ROAD

	EXISTING CONDITIONS	POTENTIAL POST DEVELOPMENT CONDITIONS
Classification	Minor Arterial	Minor Arterial
Zone	R-10	R-10

Right of Way Width	60'	72'
Full Pavement Width	Varies between 24'- 26'	48'
Bike Lane	None – Along the frontage	6'
Curb and Gutter	None – Along the frontage	Curb and Gutter
Planter Strip	None – Along the frontage	5.5' Planter
Sidewalk	None- Along the frontage	6' Sidewalk
Street Light	None along the frontage	Yes – Cobra Head
Utility Pole	1 overhead anchor pole.	New services to be placed underground
Street Tree	None along the frontage. Not on the opposite.	Yes
ADA Ramps	Yes	None
Post Speed	25 MPH	25 MPH
Stripe	Double Center Line	Provide proper stripe as part of street improvement

A. MINIMUM REQUIRED IMPROVEMENTS

1. Dedication: 6' and 6' slope easement.
2. Provide a minimum 24' half street pavement improvement with the following sections:
 - 12" of 1-1/2"-0 Crush Rock
 - 2" of 3/4" -0 Leveling Course
 - 5" of AC Pavement consisting of 2" Class "C" over 3" Class "B"
 - See Public Works Standards Section 5.0030 Pavement Design for design requirements.
3. Provide striping including double yellow line and 5' bike lane.
4. 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
5. Provide Street Tree. Coordinate with Parks Department for requirements.
6. 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.

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

8. No Street cut along Santa Anita Drive allowed unless it is absolutely necessary.

9. Reference: Rosemont Crossing As-Built.

SANTA ANITA DRIVE

	EXISTING CONDITIONS	POTENTIAL POST DEVELOPMENT CONDITIONS
Classification	Minor Arterial	Minor Arterial
Zone	R-10	R-10
Right of Way Width	60'	72'
Full Pavement Width	Varies between 40' – 43'	48'
Bike Lane	Yes	6'
Curb and Gutter	Yes	Curb and Gutter
Planter Strip	None	5.5' Planter
Sidewalk	Yes	6' Sidewalk
Street Light	On the opposite side	Yes – Cobra Head
Utility Pole	1 overhead anchor pole.	New services to be placed underground
Street Tree	None along the frontage. Not on the opposite.	Yes
ADA Ramps	Yes	None
Post Speed	25 MPH	25 MPH
Stripe	Double Center Line	Provide proper stripe as part of street improvement

B. MINIMUM REQUIRED IMPROVEMENTS

1. Dedication: 12'.

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

3. No Street cut along Santa Anita Drive allowed unless it is absolutely necessary.

4. Reference: Rosemont Crossing As-Built.



C. CITY TRANSPORTATION MASTER PLAN

PEDESTRIAN MASTER PLAN

Rosemont Road is indicated in the City Pedestrian Master Plan as one of the roadways with sidewalk deficient. Sidewalk project along Rosemont Road from Ridge Lane to Carriage Way is identified as project number 34 and 35 respectively with medium level of priority on Pedestrian Master Plan Project list (See TSP page 5-8). 6' sidewalk along the project frontage will be included as part of the street improvement requirements.

BICYCLE MASTER PLAN

Rosemont Road is indicated in the City Bicycle Master Plan as one of the roadways with bike lane deficiency. In fact, Rosemont Road bike lane improvement is listed as project number 1 in Bicycle Master Plan. 6' bike lane along project frontage will be included as part of the street improvement requirements.

MOTOR VEHICLE MASTER PLAN

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 at the intersection of Rosemont and Santa Anita for connection.
2. As-Built: Rosemont Crossing.

B. MINIMUM REQUIRED IMPROVEMENTS

1. No street cut on Santa Anita will be allowed. Storm improvement must be done at the intersection and on Rosemont project frontage.
2. Provide treatment for new impervious of 500 square feet or more.
3. Provide detention for new impervious of 5000 square feet or more.
4. Storm Drainage Analysis Report is required.
5. Collect, treat, detain, and provide proper conveying system for new impervious area created along Rosemont Road.

C. SURFACE WATER SDC EFFECTIVE JULY 1ST 2012

Unit		Factor	Reimbursemen t	Improvement t	Administrative e	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 located at the intersection of Rosemont and Santa Anita for connection.

B. MINIMUM REQUIRED IMPROVEMENTS

1. No street cut on Santa Anita will be allowed. Sewer improvement must be done at the intersection and on Rosemont project frontage.
2. If the existing house is on septic, decommission the septic tank and drain field in accordance to DEQ requirements and submit the City with proper paper works.
6. As-Built: Rosemont Crossing.

C. SANITARY SEWER SDC EFFECTIVE JULY 1ST 2012

Unit	Meter Size	Factor	Reimbursemen t	Improvement t	Administrative e	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: Rosemont Pressure Zone
2. Overflow Elevation: 860 Upper Elevation: 750 Lower Elevation: 220

B. RESERVOIR AND PUMP STATION

1. Reservoir: Rosemont Reservoir is located on Suncrest Drive. The reservoir usable capacity is 0.4 million gallon. The reservoir is filled by Horton and View Drive Pump Station.
2. Pump Station: Horton Pump Station has total of 4 pumps. 2 pump at 1300 gpm and 2 pumps at 900 gpm. View Drive has 4 pumps at 600 gpm.

C. EXISTING POPULATION AND PROJECTED POPULATION AT SATURATION

1. Existing Population: 5,435
2. Projected Population at Saturation: 7,130

D. WATER DEMAND AT SATURATION

Average Day Demand (mgd)	Maximum Day Demand (mgd)	Peak Hour Demand (mgd)
1.0	2.3	12.6

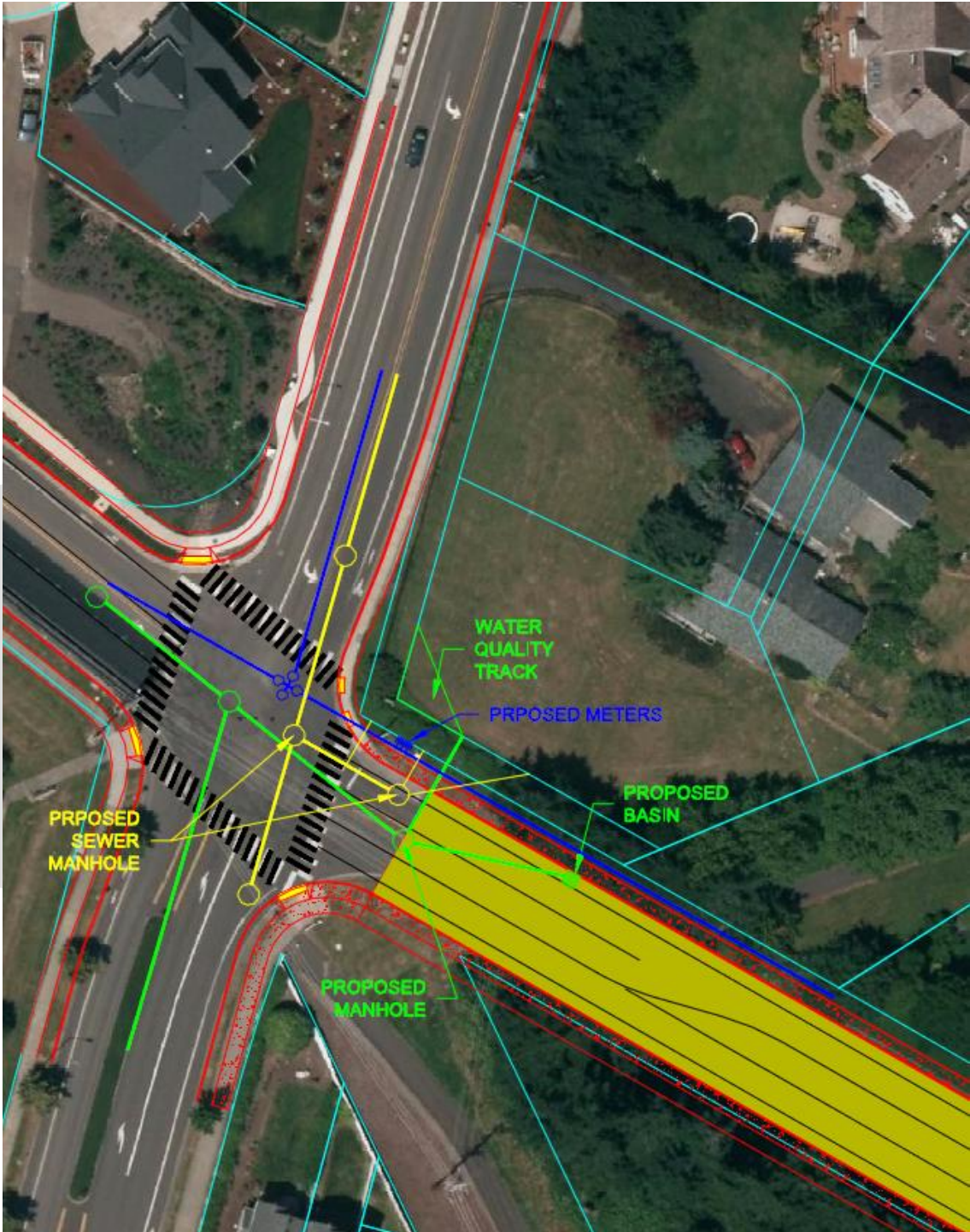
E. RESERVOIR AND PUMP STATION CURRENT OPERATING CONDITIONS

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

F. ROSEMONT PRESSURE ZONE PERFORMANCE

Year	MD D (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	1.9	0.5	2.4	6.2	1.7	(3.8)	0.7
2015	2.0	0.5	2.5	6.2	1.7	(3.7)	0.8
2030	2.2	0.5	2.7	6.2	1.7	(3.5)	1.0
Saturation	2.3	0.5	2.8	6.2	1.7	(3.4)	1.1

1. The table above indicates that there is NO deficiency in supply capacity during a normal condition. There is no improvement project adjacent to development listed in the Water System Master Plan.



G. ROSEMONT 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	0.3	0	0.7	0.3	0.4
2015	0	0.3	0	0.8	0.3	0.5
2030	0	0.3	0	1.0	0.3	0.7
Saturation	0	0.3	0	1.1	0.3	0.8

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

H. ROSEMONT ZONE MASTER PROJECT LIST

1. There are 10 water improvement projects listed in the City Water System Plan under the Rosemont Pressure zone. However none of them is along the subject development frontage. Thus there is no improvement required along the proposed project frontage.

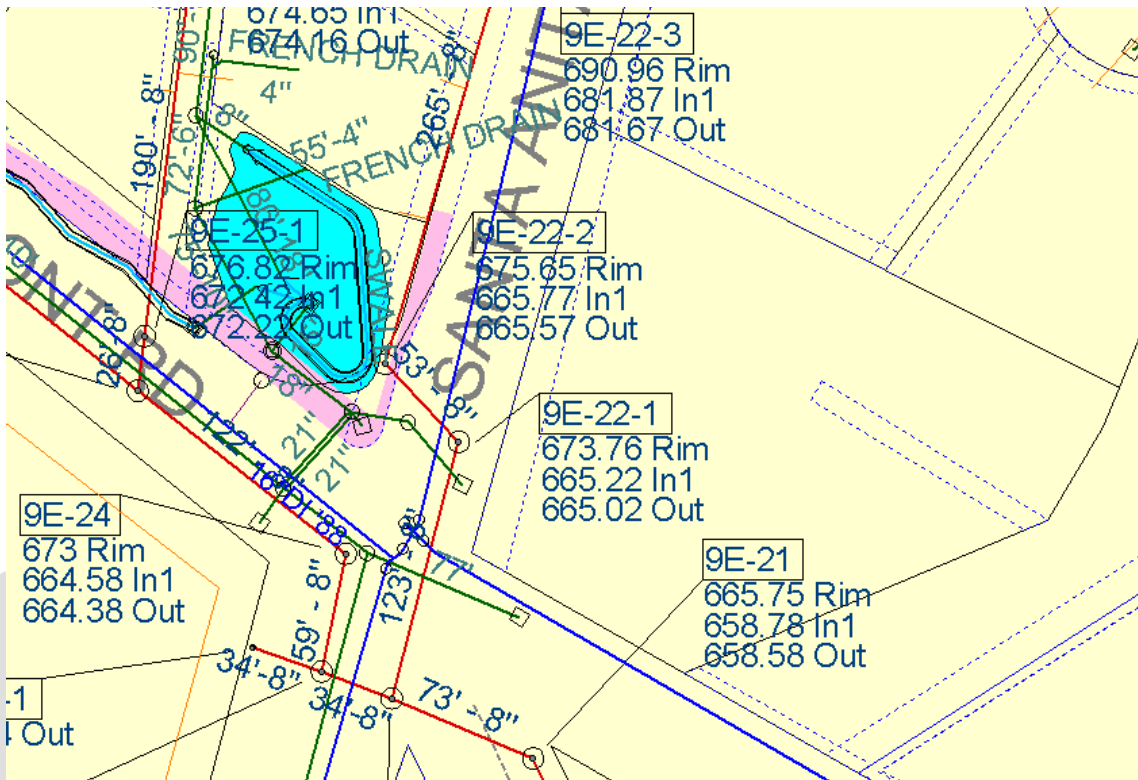
I. MINIMUM REQUIRED IMPROVEMENTS

1. Existing public water system is available on both Rosemont Road for connection.
2. New water meter shall be set behind curb and out of driveway approaches. No water meters or water main shall allow to be placed in private drive way.
3. No street cut on Santa Anita Drive will be allowed. Water connection must be done along Rosemont Road.
4. As-Built: Rosemont Crossing.

J. WATER SDC EFFECTIVE JULY 1ST 2012

Unit	Meter Size	Factor	Reimbursement	Improvement	Administrative	Total
Per Factor of 1		1.00	\$576	\$6,863	\$193	\$7,632
5/8" Meter		1	\$576	\$6,863	\$193	\$7,632

The applicant shall verify the status of the water easement on lot 2.



Process

A minor partition 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 Rosemont Summit neighborhood. Contact Dean Suhr, President of the Rosemont Summit Neighborhood Association, at RosemontsummitNA@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.

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.

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 Planning Director decision date. Staff will send out public notice of the Planning Commission hearing at least 20 days before the decision. The Planning Director'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 4 2013-Pre-app notes newest Santa Anita and Rosemont MIP