

March 1, 2012

Tom Soppe, Associate Planner
West Linn Planning Department
22500 Salamo Road
West Linn, OR 97068

RE: CUP-12-03/DR-12-07 Willamette Primary School

Dear Tom,

In response to your February 24th letter indicating the Conditional Use/Design Review application was incomplete, we made the requested changes. Attached are three sets of the narrative, amended plan sheets, reduced 11X17-inch versions of the plan sheets, and a CD of all the materials.

The information related to the Community Development Code sections in your letter have been provided in the following manner:

- **60.080(A)** - The applicant phone number is on the site plan.
- **60.080(B)(5)(b) and 60.080(B)(6)(f)** - The storm water facilities in the southeast portion of the site are labelled.
- **55.090(B)** - This criterion is now addressed in the narrative.
- **55.100(A)(7)** - The narrative now address the relevant bike parking criteria in Chapter 46.
- **55.140(A)** - All site and program elements have been labelled on the plan sheets.
- **Comprehensive Plan Policies** - Although not a completeness issue, the narrative discussion of relevant plan policies has been amended per your recommendation.

Please contact me if you need anything further.

Sincerely,



Keith S. Liden, AICP

cc: Remo Douglas, WLWV School District
Travis Butler, DOWA

WILLAMETTE PRIMARY SCHOOL

Class I Design Review and Conditional Use

March 1, 2012

APPLICATION SUMMARY

Class I Design Review and Conditional Use approval to make a number of site and minor building improvements including conversion of lawn to garden area, providing ADA access, replacing several leaking windows, and enclosing the existing trash and recycling facilities.

GENERAL INFORMATION

Location

1403 12th St. (3S 1E Section 2 BA, Tax Lot 6300). Its location is shown in Figure 1.

Comprehensive Plan and Zoning Designations

The Comprehensive Plan designation is Low Density.

Consistent with the Comprehensive Plan, the property is zoned Single Family Residential Detached (R10).

Applicant and Owner

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Applicant's Representatives

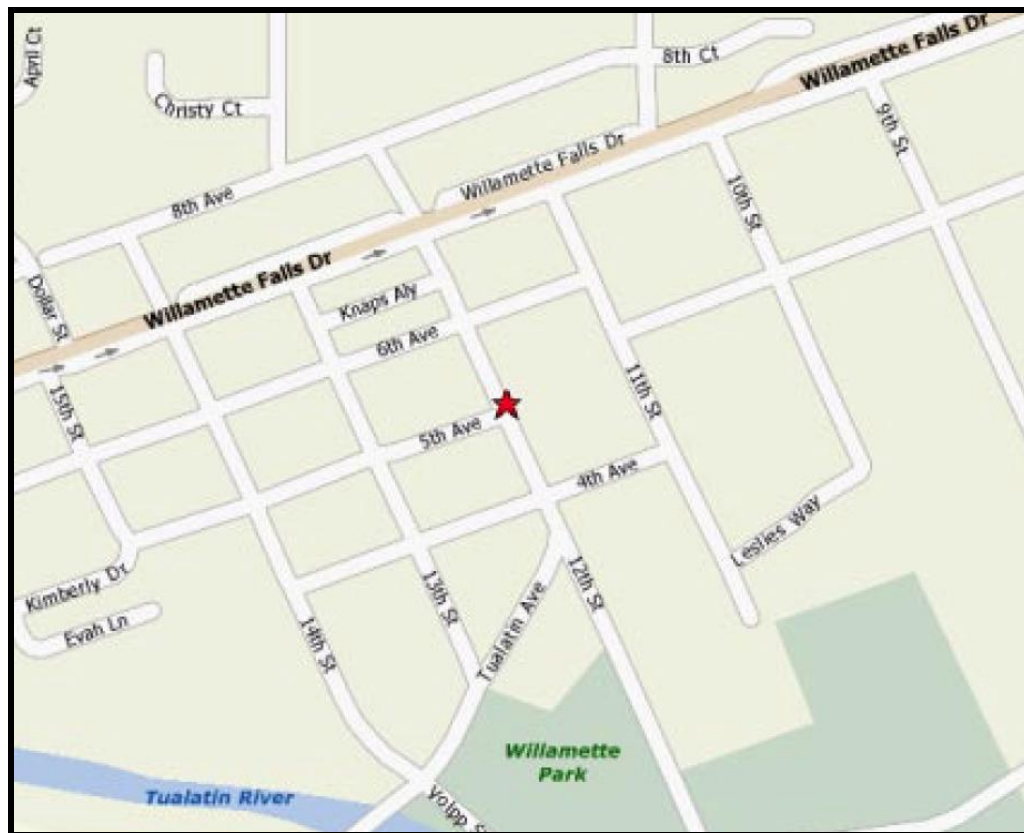
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Attachments and Plan Sheets

	Cover Sheet
L100	Site Plan
L101	Detailed Site Plan
A2.01	Floor Plan
A2.02	Lower Floor Plan
A2.20	Lower Floor Plan
A3.01	Exterior Elevations
Attachment A	Compactor Information

Figure 1: Vicinity Map



Source: MapQuest

BACKGROUND INFORMATION

Site Description

The site is developed with Willamette Primary School, including a 73,873 square foot building, driveway, parking, and play areas. The entire site is approximately 3.58 acres. Primary access to the school is provided by 12th Street, which runs along the west side of the site (Sheet L100).

Surrounding Area Description

The zoning designations and current land use of the surrounding area are summarized in Table 1.

**Table 1
Land Use Summary**

<i>Properties in the Vicinity</i>	<i>Zone Designation</i>	<i>Land Use</i>
<u>Subject Property</u>		
3S 1E Section 2 BA, Tax Lot 6300 (3.58 acre school site owned by school district)	R10	Primary School building, ancillary facilities, and parking.
<u>Surrounding Properties</u>		
North/Northwest	GC	Commercial Retail
South	R10/R7	Single family residences
East	R10	Single family residences
West	R5	Single family residences

SCHOOL BUILDING AND RELATED IMPROVEMENTS

The Willamette Primary School site improvements are located in the southwestern portion of the site. They include the following:

- Converting a lawn area located between the covered play area, classrooms, and commons into raised gardens, a seating circle, and orchard (Sheet L101). This will require replacement of existing sidewalk and removal of two deciduous trees (14” and 6” caliper) that are in poor health.
- Constructing a small fenced storage area next to an existing greenhouse near the raised garden beds (Sheet L101). According to the Planning Department staff, the storage addition to the greenhouse structure is exempt from design review.
- Enclosing the existing trash and recycling area with masonry walls, vegetative screening, and a steel gate. In addition, the dumpster will be replaced by a trash compactor to allow less frequent trash pick-up. An emergency generator will also be located within this enclosed area to provide electricity in the event of a power outage (Sheets L101 and A3.01). The compactor, which will only be operated intermittently between the hours of 7 am to 7 pm, will be able to satisfy the city’s noise standards as documented in Attachment A. The generator is exempt under the West Linn Municipal Code (Section 5.487 Sound Levels and Noise, [3] Exemption for Emergency Services) because it will only be operated to provide emergency power.
- Adding ADA access between a classroom wing to the play areas. This will include new doors, roof canopy, and exterior ramp to bring the exterior walkways up to the finished floor elevation in the building (Sheet L101).
- Replacing leaking windows in three locations with aluminum storefront window systems. The frames and glazing will also improve energy performance.
- Replacing an existing doorway canopy (Sheet A3.01).
- Moving 10 existing bike rack spaces approximately 30 feet to provide improved sidewalk access to and from the building.

CONDITIONAL USE REVIEW CRITERIA

The relevant review criteria in the City of West Linn Community Development Code (CDC) include the Single Family Residential Detached, R-10 requirements (Chapter 11), Conditional Use evaluation criteria (Chapter 60), Comprehensive Plan policies, and Design Review (Chapter 55). These criteria are addressed below.

Chapter 11 Single Family Residential Detached, R-10

Section 11.060 Conditional Uses

This section lists schools as a conditional use in the R-10 zone. The school building, play area, and parking are located within this zone. Schools are allowed as a conditional use in the R10 zone.

Section 11.080 Dimensional Requirements, Conditional Uses

This section gives the Planning Commission the authority to determine the appropriate dimensional requirements to satisfy Conditional Use criteria in Chapter 60. The primary school has successfully operated on this 3.6-acre site for many years, and the building footprint will not be expanded. The school enrollment capacity will not be changed by the minor site and building modifications proposed. Building setbacks will remain the same, and in total, the modifications will have no meaningful affect on surrounding properties.

The school building site coverage will not change. The maximum floor area ratio (FAR) allowed in the R-10 zone is 0.45. This proposal will not affect building floor area. All dimensional standards will be satisfied.

Chapter 60 Conditional Uses

Section 60.070 Approval Standards and Conditions

This code section states that the applicant must provide evidence substantiating that the proposed use satisfies seven criteria, which are addressed below:

A. The following criteria shall be satisfied.

1. The site size and dimensions provide:

a. Adequate area for the needs of the proposed use.

The school has been in continuous use for many years, and this site has proven to be adequate for the primary school and its associated facilities. The proposal will not increase the size of the school or its enrollment capacity. The proposed improvements will improve the facility's appearance from surrounding properties.

b. Adequate area for aesthetic design treatment to mitigate any possible adverse effect from the use on surrounding properties and uses.

As shown on the site plan information, the setback distances for buildings, parking, play areas, and related facilities from all property lines will remain unchanged. The building, parking, and play areas will retain their current location and orientation, and therefore, the proposed renovations will not have any adverse impact on surrounding properties.

2. The characteristics of the site are suitable for the proposed use considering size, shape, location, topography and natural features.

The existing primary school site has proven to be suitable for the district and the community. The approval of the new bond measure to provide the funding for the improvements demonstrates continued community support for the proposed rejuvenation of the school. Although it is smaller than many of the existing primary school sites in the district, the school has proven it can operate in a manner that is compatible with the surrounding neighborhood. Because the capacity of the school will be unchanged, the proposed improvements will not pose any new potential impacts for the surrounding neighborhood.

The area of the proposed garden area and improved walkway has a moderate grade and has no physical limitations. Three deciduous trees and a lawn area in poor condition will be replaced. The 8 new trees will mitigate any impact associated with removal of three trees, which are located between the building and covered play area.

3. The granting of the proposal will provide for a facility that is consistent with the overall needs of the community.

The needs of the community are best expressed by its approval of the bond measure to finance these improvements. In addition, the Willamette Neighborhood Association held a meeting on January 11, 2012 and unanimously approved of the improvement plans. The relevant city policies are addressed under criterion 7 below.

4. All required public facilities have adequate capacity to serve the proposal.

Transportation

Because the capacity and operation of the primary school will not change, no additional traffic impacts will result. Ingress and egress to the school will not be modified.

Water

Water service is presently adequate, and because no additional demands will be placed on the system, it will adequately continue to serve the school.

Sanitary and Storm Sewer

Sanitary and storm sewer service is currently satisfactory. The amount of impervious area will remain essentially unchanged because the building and major paved areas will not be enlarged. The proposed sidewalks in the garden area will primarily replace existing sidewalks, and the amount of new impervious surface will be less than 500 square feet. The existing facilities will continue to provide appropriate treatment of storm and sanitary sewer discharges.

5. *The applicable requirements of the zone are met except as modified by the Conditional Use chapter.*

The applicable requirements of the R-10 zone for building setbacks, lot coverage and FAR will continue to be met as explained above.

The appropriate lot size is confirmed as part of the conditional use review. Because the use is proposed to remain essentially as it is today, the 3.6-acre site continues to be adequate. No part of the school building will be over the 35-foot allowable height. Setbacks from the building will not be reduced.

6. *The supplementary requirements set forth in Chapters 52 to 55, if applicable, are met.*

Chapter 52 - Signs

Not relevant because no signs are proposed.

Chapter 53 - Sidewalk Use

This CDC chapter applies to commercial activities on public sidewalks. It is not applicable to this proposal.

Chapter 54 - Installation and Maintenance of Landscaping

This is addressed in the following section relating to Design Review.

Chapter 55 - Design Review

The Design Review criteria are addressed in the following section.

7. *The use will comply with the applicable policies of the Comprehensive Plan.*

The relevant city of West Linn policies for schools are found in the city's Comprehensive Plan. The relevant policies are addressed below.

Policy 1 (Section 2: Water Quality – GOAL 6: Air, Water, and Land Resources Quality):

Require that new development be designed and constructed to prevent degradation of

surface and ground water quality by runoff.

Appropriate erosion control and water quality measures will be taken to comply with this policy and related regulations. These measures will be reviewed by the city as part of the building permit process.

Policy 4 (Water Quality):

Require that new development be connected to the City's sanitary sewer system.

The school will continue to be connected to sanitary sewer.

Policy 2 (Section 4: Noise Control)

Require development proposals that are expected to generate noise to incorporate landscaping and other techniques to reduce noise impacts to levels compatible with surrounding land uses.

Policy 3 (Section 4: Noise Control)

Require new commercial, industrial, and public facilities to be designed and landscaped to meet Department of Environmental Quality (DEQ) and City noise standards.

Policy 4 (Section 4: Noise Control)

As part of the land use application submittal for a noise-generating use, require the applicant to include a statement from a licensed acoustical engineer, and, if necessary, from DEQ, declaring that all applicable standards can be met.

Noise policies 2, 3, and 4 above will be satisfied because the proposed improvements will not change use patterns on the site or associated noise. Most important, the building function, orientation, and capacity will remain essentially as it is today. The noise levels associated with the trash compactor will not exceed the city's noise standards. To further reduce noise potential, the compactor will be enclosed by a masonry wall and landscaping. Also, the compactor will offer an advantage because trash pick-up is estimated to change from weekly to every 45 days, reducing the number of truck visits.

Policy 3 (Section 3: Storm Drainage - GOAL 11: Public Facilities and Services)

Protect downstream areas from increased storm water runoff by managing runoff from upstream development and impacts on adjacent natural drainageways and their associated vegetation.

Previously approved site work has been designed to meet this policy. The proposed site work will not have any appreciable impact on storm water runoff because the amount of impervious surface will remain essentially the same.

Policy 4: (Section 7: Schools - GOAL 11: Public Facilities and Services)

School design, use, and parking will be responsive to and compatible with surrounding neighborhoods and existing land uses.

As noted in this application, the school has been in the neighborhood for a long time, and it is well integrated with the neighborhood. The approval of the project by the neighborhood association without discussion or dissent is indicative of how the school is a good neighbor.

Policy 4: Bicycles (GOAL 12: Transportation)

Require new commercial, industrial, and institutional development to provide on-site facilities for bicycle parking and storage.

The minor relocation/replacement of 10 bicycle parking spaces will continue to provide the same level of parking convenience for cyclists.

Policy 1b: Pedestrians (GOAL 12: Transportation)

Provide connections to schools, recreation facilities, community centers, and transit facilities.

The on-site walkway system will be improved primarily by allowing ADA access to portions of the site where it is not currently available.

Policy 6: (GOAL 13: Energy Conservation)

Encourage the use of energy-conscious design and materials in all public facilities.

The replacement windows will offer energy savings by meeting current energy standards.

B. Development review provisions in Chapter 55 shall be satisfied.

These criteria are addressed below.

C. The Planning Commission may impose conditions.

The District understands that the Planning Commission has the authority to impose conditions.

D. Aggregate extraction uses.

This subsection is not relevant because aggregate extraction is not proposed.

DESIGN REVIEW CRITERIA

At the conclusion of the preapplication conference, the Planning Director determined that the application must meet the following criteria in Chapter 55 of the Community Development Code (CDC):

- 55.090(B) Adequate public facilities
- 55.100(A)(5) Clear vision areas
- 55.100(A)(6) Fences
- 55.100(A)(7) Parking
- 55.100(A)(10) Landscaping
- 55.100(B)(1)-(4) Relationship to the natural and physical environment
- 55.100 (B)(5) and (6) Architecture
- 55.100(C) Compatibility, buffering, and screening
- 55.100(D)(3) Noise
- 55.100(G) Demarcation of public, semi-public, and private spaces
- 55.100(I)(5) Solid waste facilities
- 55.100(J)(3) Solid waste facilities

CDC 55.090(B)

Adequate public facilities, including public water, sewer, storm drainage, and streets, are available and utilized by the school. The proposed minor site improvements will have no impact upon public facilities, satisfying this criterion.

CDC 55.100

A. The provisions of the following chapters shall be met:

5. Chapter 42 – Clear Vision Areas

The clear vision requirements adjacent to street intersections and driveways will not be affected by the proposed improvements because no structures or landscaping is proposed near intersections or driveways.

6. Chapter 44 – Fences

The small fenced storage area adjacent to the existing greenhouse. It satisfies the city's fence provisions because it is a maximum of 6 feet high in a rear yard. Because the fencing is not near a street intersection or driveway, it does not pose any conflict with the clear vision area requirements in Chapter 42.

7. Chapter 46 – Parking

There are 10 bike rack spaces located near the library and classrooms. They are to be moved approximately 30 feet and replaced to allow improved sidewalk access in this vicinity. The number of bike spaces will be retained, the rack design will allow secure locking, and the spaces will be within 50 feet of building entrances.

10. Chapter 54, Landscaping

The site to be redeveloped currently contains sidewalks, lawn and three deciduous trees. Replacement landscaping will match the existing school planting character and include the following as shown in the application:

- An orchard.
- Seating area.
- Raised garden.
- 8 replacement trees for the two existing trees will be removed.

Sidewalks will retain the current circulation with the improvement of ADA design. The landscaped area will not be reduced. Irrigation shall be provided according to the requirements of this section. This section is satisfied.

B. Relationship to the Natural and physical Environment

Section 55.100 B. 1. and 2. are not relevant because there are no heritage trees on the site. The impact of removing the trees noted in this application will be mitigated by the new landscaping proposed.

Section 55.100 B. 3. is satisfied because the existing grade and the amount of landscaped area will remain virtually unchanged.

Section 55.100 B. 4. is satisfied because the property is essentially flat and geologically stable.

Section 55.100 B. 5. is satisfied because the school building will retain its current setbacks.

Section 55.100 B. 6. is met based on the findings below:

- a. The design of the replacement windows will be consistent with the architectural style of the existing building as shown in the application.
- b/c. The proposed design is compatible with the natural environment because the improvements will retain the existing landscaped areas by converting some of the lawn areas into an orchard and garden.
- d. The replacement windows and canopy enlargement at one building entrance are consistent with the architectural style of the building. They also represent a very minor change to the building's exterior.

- e. The human scale of the proposed building will not be affected because the changes to the exterior are so minor, consisting of replacement windows and canopy, which are consistent with the existing building design.
- f. The criterion related to windows applies only to commercial and office buildings, not school structures.
- g. This criterion relating to new buildings and additions is not applicable.
- h. Climatic concerns are considered by the proposed building with the proposed canopy to provide additional shelter at a building entrance and the replacement windows that will provide improved energy efficiency.
- i. The proposed site plan is consistent with the city of West Linn's vision statement to provide safe and attractive pedestrian-friendly site and building environments. The design of the walkways, garden, orchard and seating area on the site will maintain the current pedestrian-friendly character of the neighborhood.

Section 55.100 B. 7. is not relevant because the improvements will not increase the enrollment capacity or staffing needs for the school. No traffic impact will be caused by the addition.

C. Compatibility between Adjoining Uses, Buffering, and Screening

There are a number of mature trees located on and surrounding the site, which will all be protected. As noted above, two trees, which are in poor health will be removed and replaced with 8 trees.

D. Privacy and Noise

School activities and associated noise is compatible with the surrounding neighborhood. Building entrances, vehicle circulation, and outdoor activity areas will remain in their current location. Proposed screening of the trash and recycling area will improve the situation for neighbors across the street, and the compactor will not generate noise that exceeds city standards.

G. Demarcation of Public, Semi-Public and Private Spaces

The operation, main school entry, and playground layout will remain essentially unchanged. The playground access and outdoor activity areas will not be changed, and their boundaries will continue to be clearly delineated.

I. Public Facilities

The existing trash and recycling area will be improved with a screening wall and landscaping to improve its appearance and to further reduce potential noise coming from this area.

J. Crime Prevention and Safety/Defensible Space

Access, building entrance locations, and existing lighting will not be affected by the proposed improvements. All on-site circulation will be retained and ADA access will be improved.

CONCLUSION

The proposed school improvements satisfy all of the relevant criteria as demonstrated above.

ATTACHMENT A
Compactor Information

WILLAMETTE PRIMARY SCHOOL IMPROVEMENTS
West Linn Wilsonville School District

1403 12th Street, West Linn, OR 97068, Applicant: Tim Woodley

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WALKER-MACY

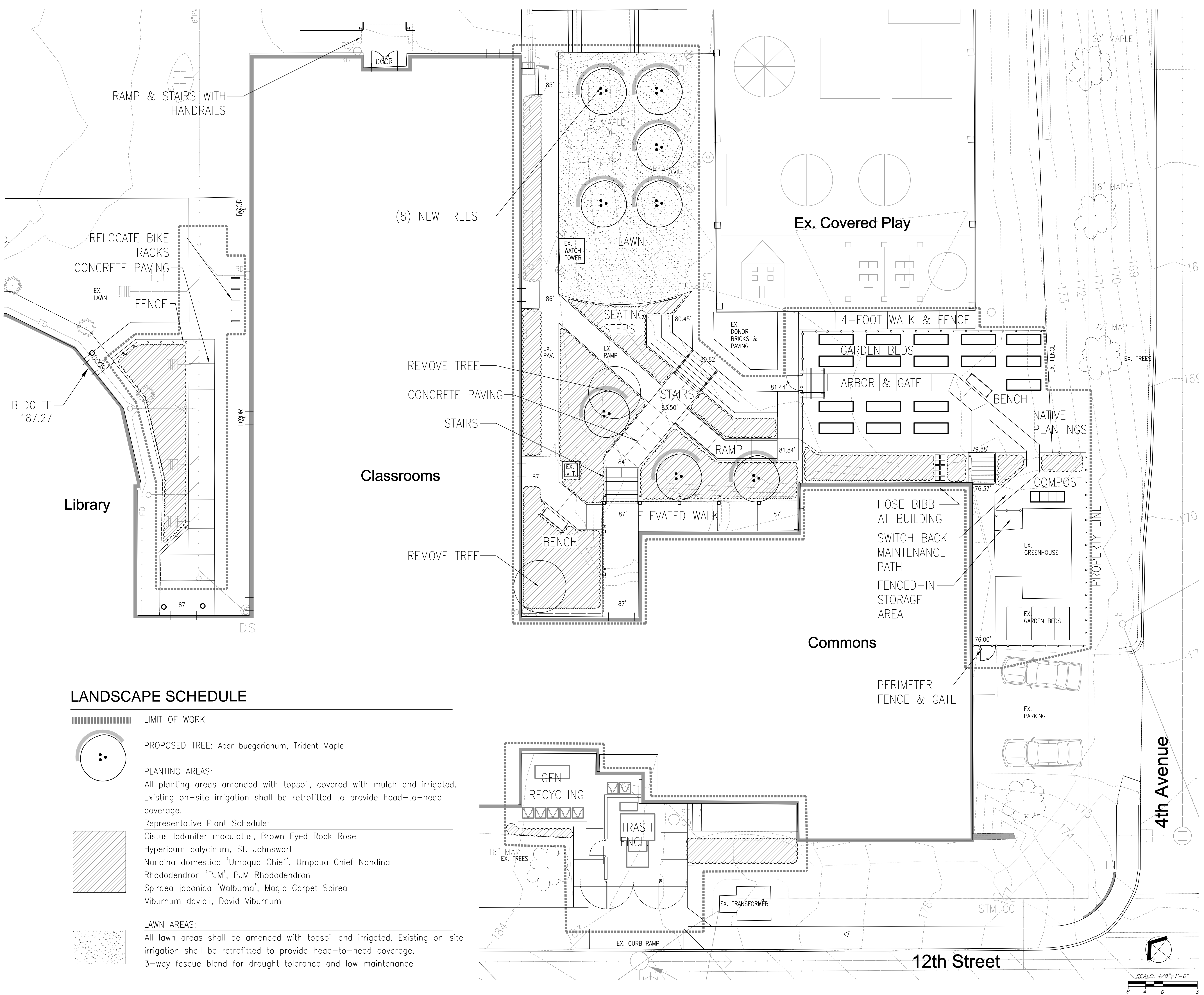
 LANDSCAPE ARCHITECTURE | URBAN DESIGN | PLANNING
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key plan

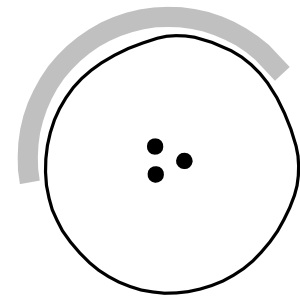
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date	February 14, 2012
revisions	

project # | 11070, wm 1138

 DETAILED SITE
PLAN

L101

LANDSCAPE SCHEDULE


LIMIT OF WORK

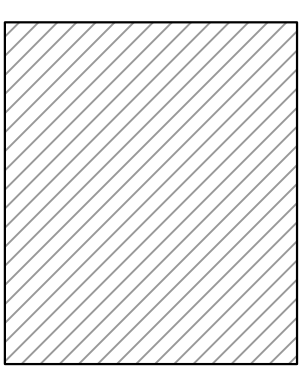

 PROPOSED TREE: *Acer buergerianum*, Trident Maple

PLANTING AREAS:

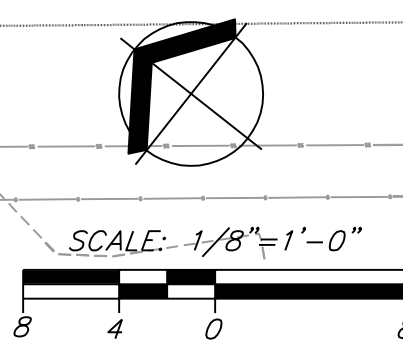
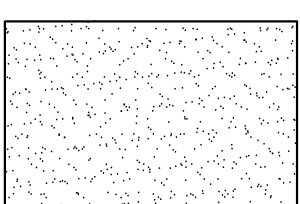
All planting areas amended with topsoil, covered with mulch and irrigated. Existing on-site irrigation shall be retrofitted to provide head-to-head coverage.

Representative Plant Schedule:

Cistus ladanifer maculatus, Brown Eyed Rock Rose
Hypericum calycinum, St. Johnswort
Nandina domestica 'Umpqua Chief', Umpqua Chief Nandina
Rhododendron 'PJM', PJM Rhododendron
Spiraea japonica 'Walburna', Magic Carpet Spirea
Viburnum davidii, David Viburnum


LAWN AREAS:

All lawn areas shall be amended with topsoil and irrigated. Existing on-site irrigation shall be retrofitted to provide head-to-head coverage. 3-way fescue blend for drought tolerance and low maintenance



key plan

phase	coordination
	set
date	March 1, 2012
revisions	

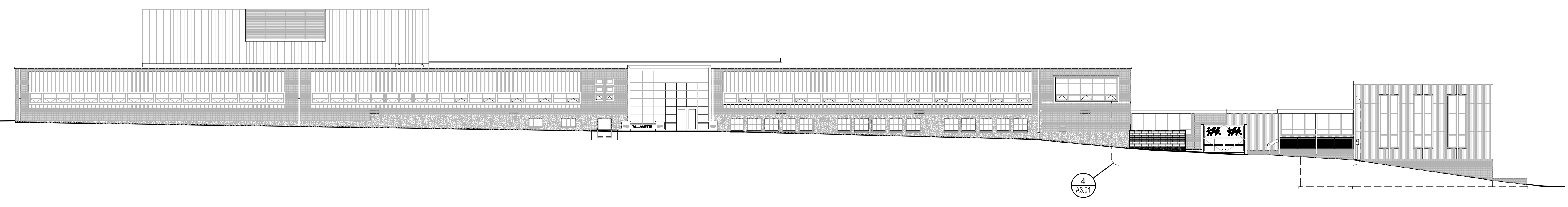
project # 11070

Exterior Elevations

A3.01



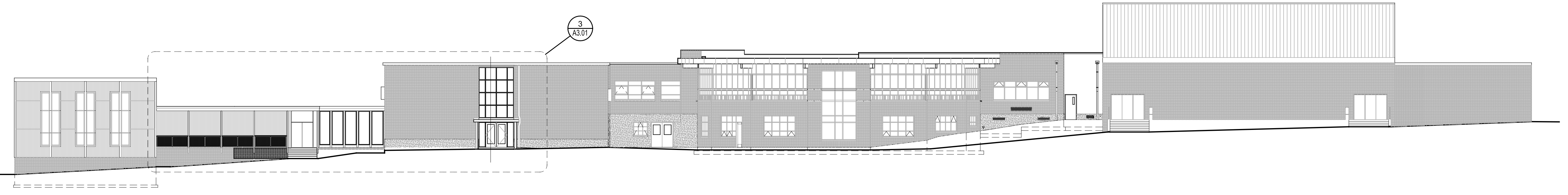
(E) 12TH ST TRASH AREA
SCALE: 1/16" = 1'-0" 9



12TH ST ELEVATION
SCALE: 1/16" = 1'-0" 8



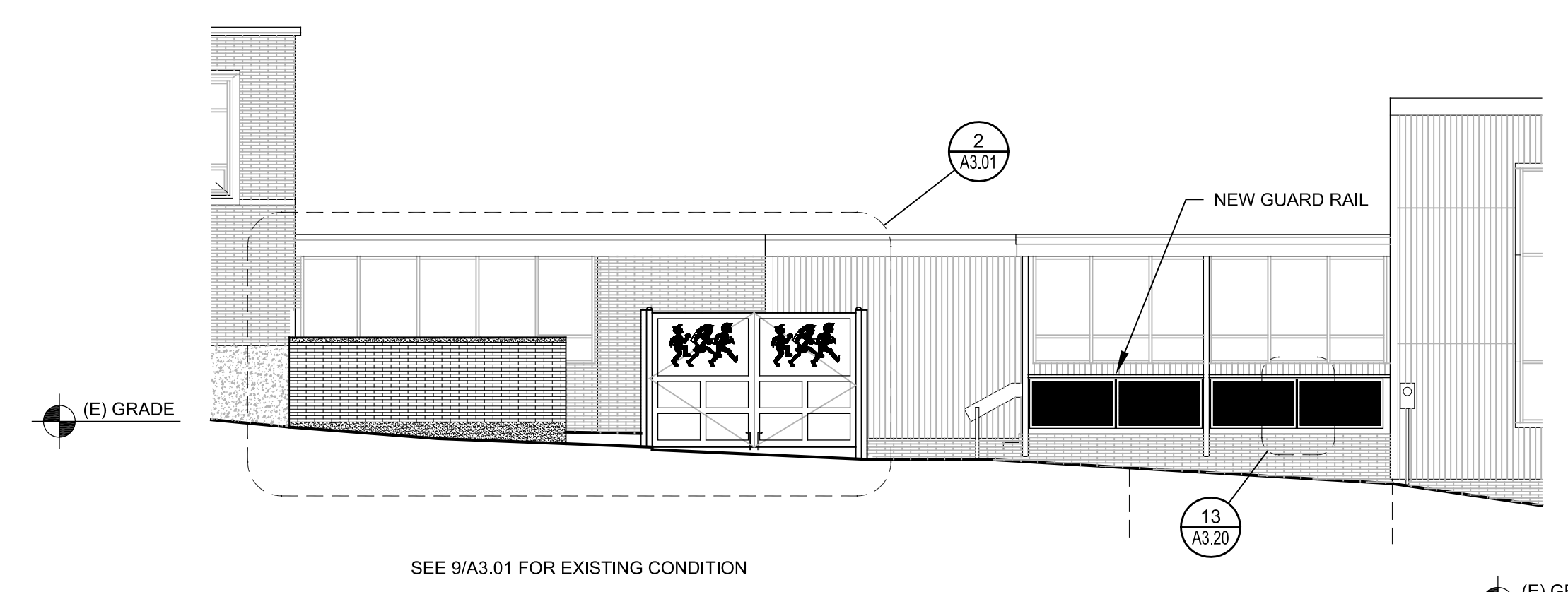
(E) EAST WINDOWS
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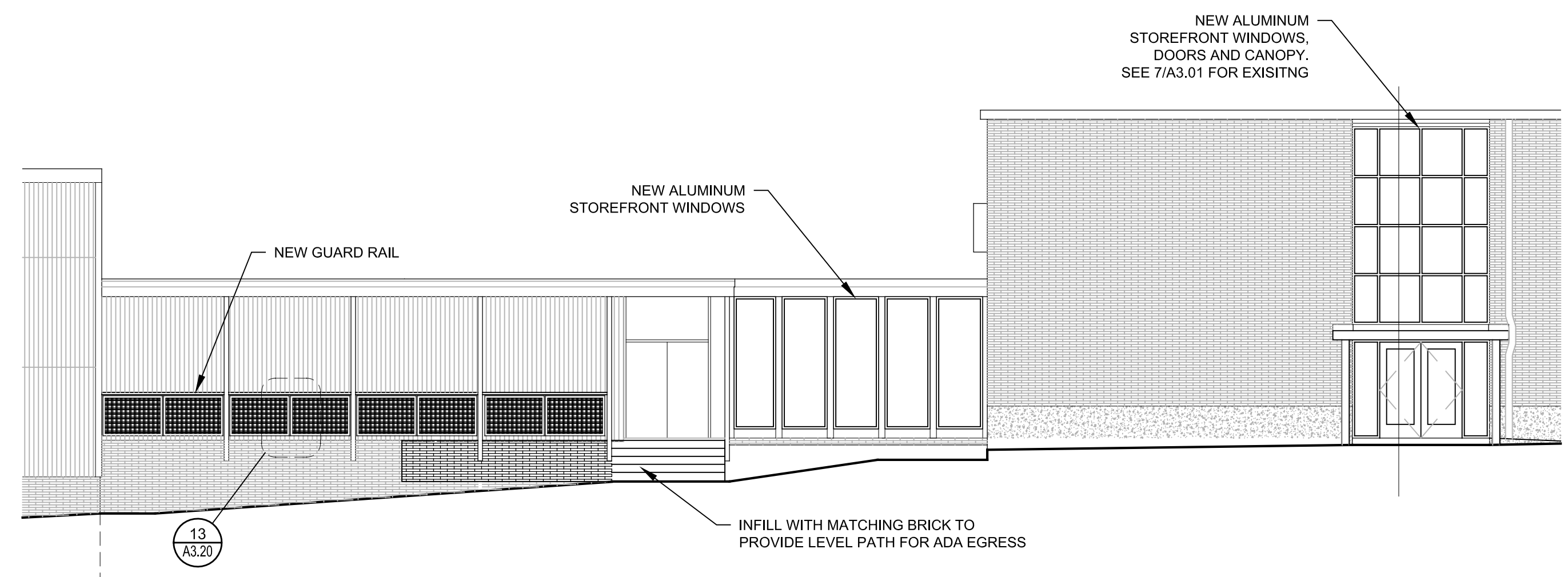
OVERALL EAST ELEVATION
SCALE: 1/16" = 1'-0" 6



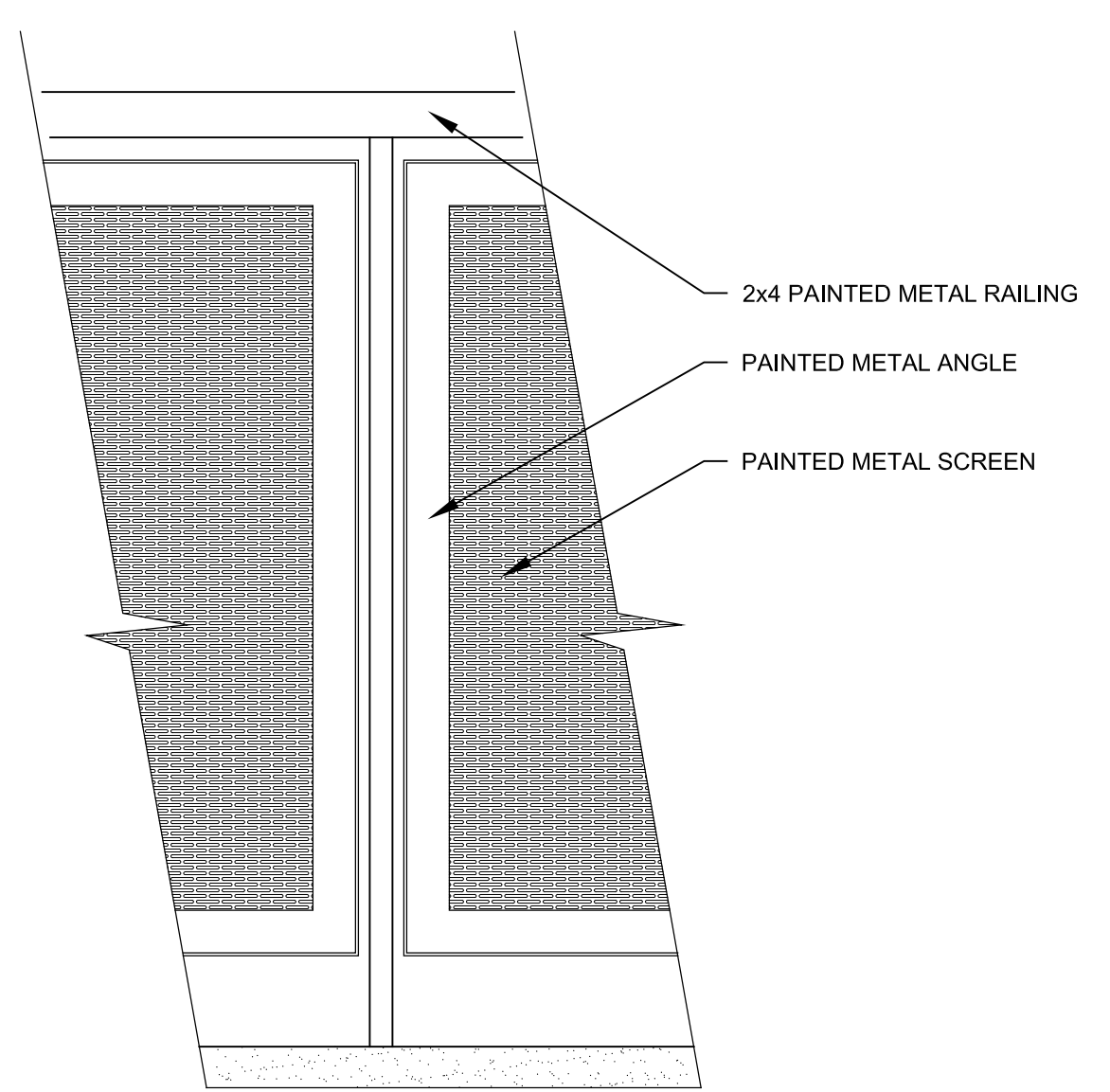
(E) 2ND STORY WINDOW
SCALE: 1/8" = 1'-0" 5



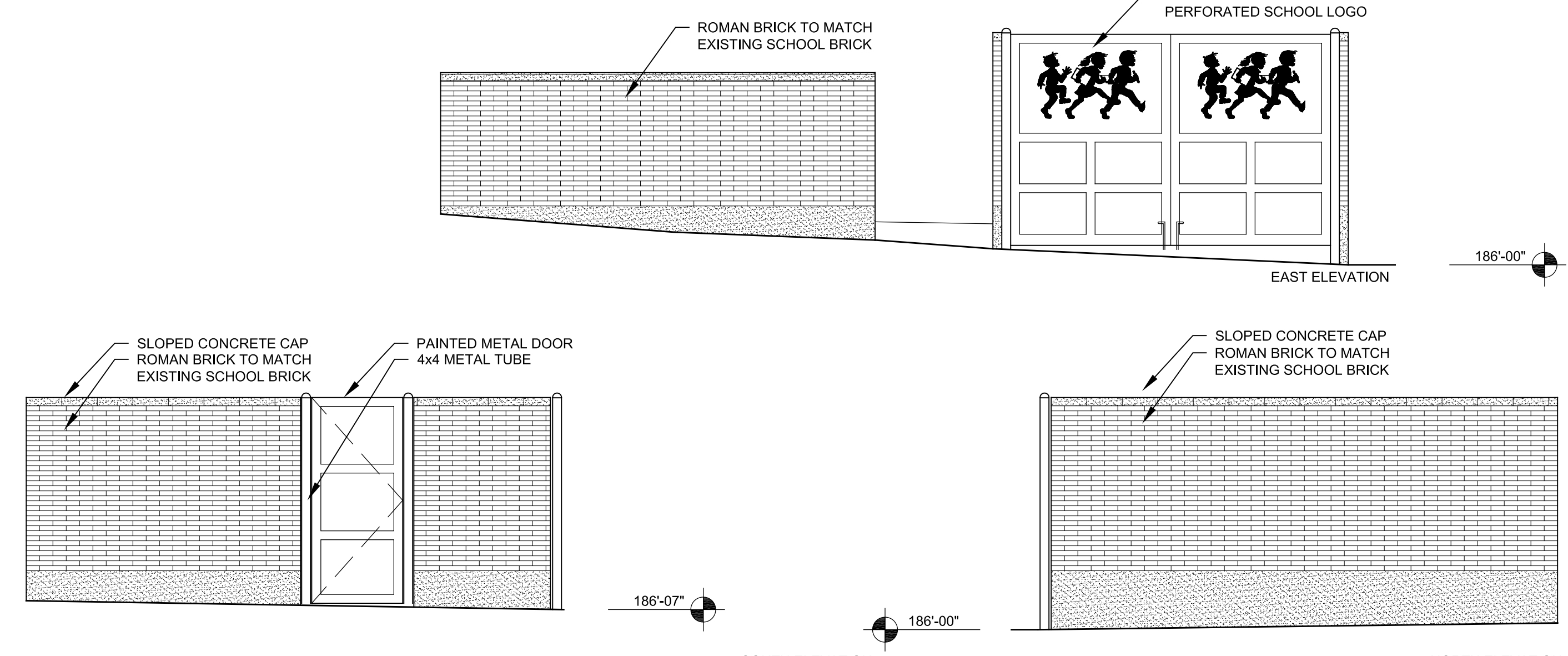
WEST EXTERIOR ELEVATION
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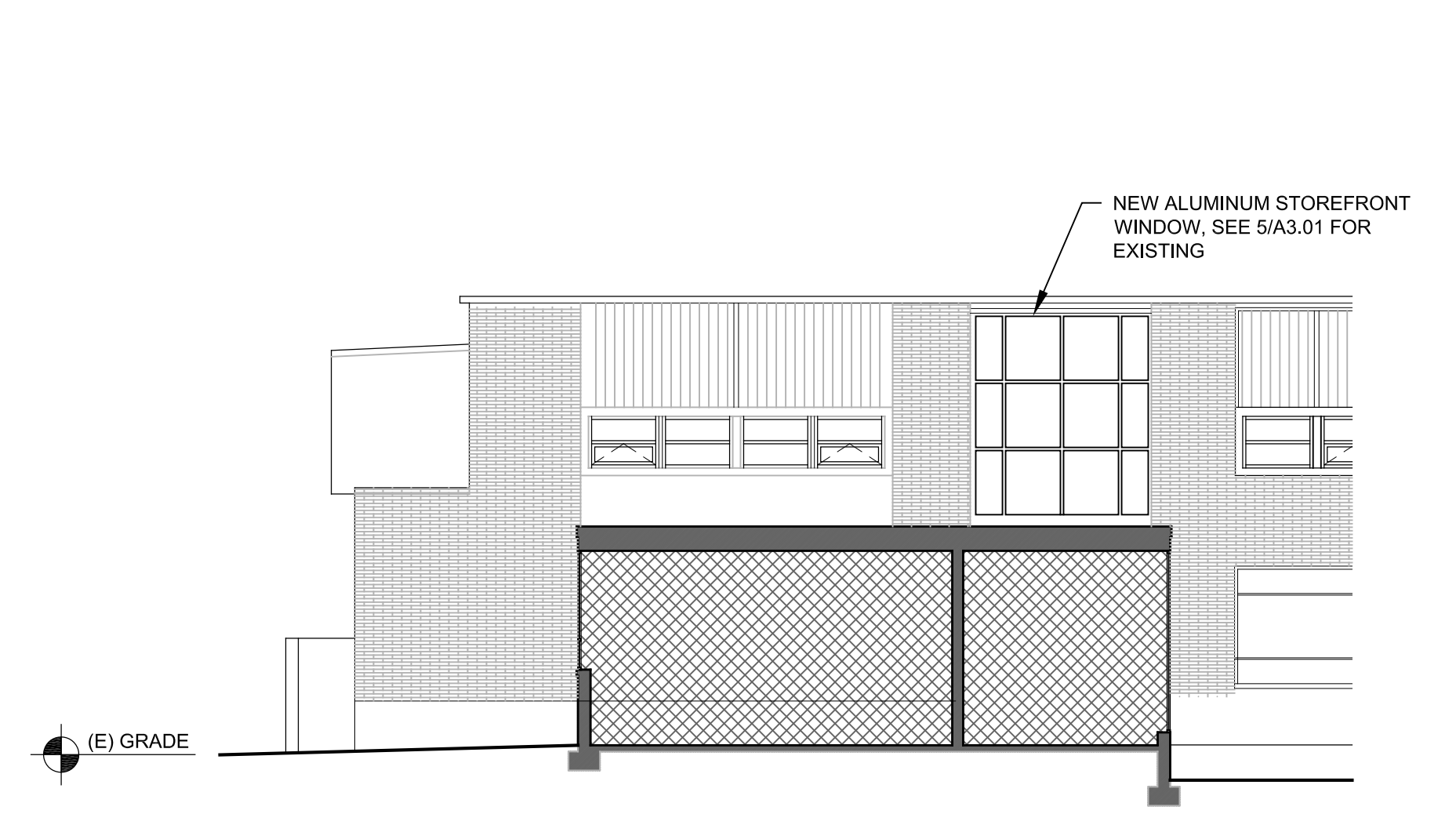
EAST EXTERIOR ELEVATION
SCALE: 1/8" = 1'-0" 3



RAILING DETAIL
SCALE: 1 1/2" = 1'-0" 4



RECYCLING/ TRASH AREA ELEVATION
SCALE: 1/4" = 1'-0" 2



SOUTH EXTERIOR ELEVATION
SCALE: 1/8" = 1'-0" 1

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WILLAMETTE PRIMARY SCHOOL IMPROVEMENTS

West Linn Wilsonville School District

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WALKER-MACY

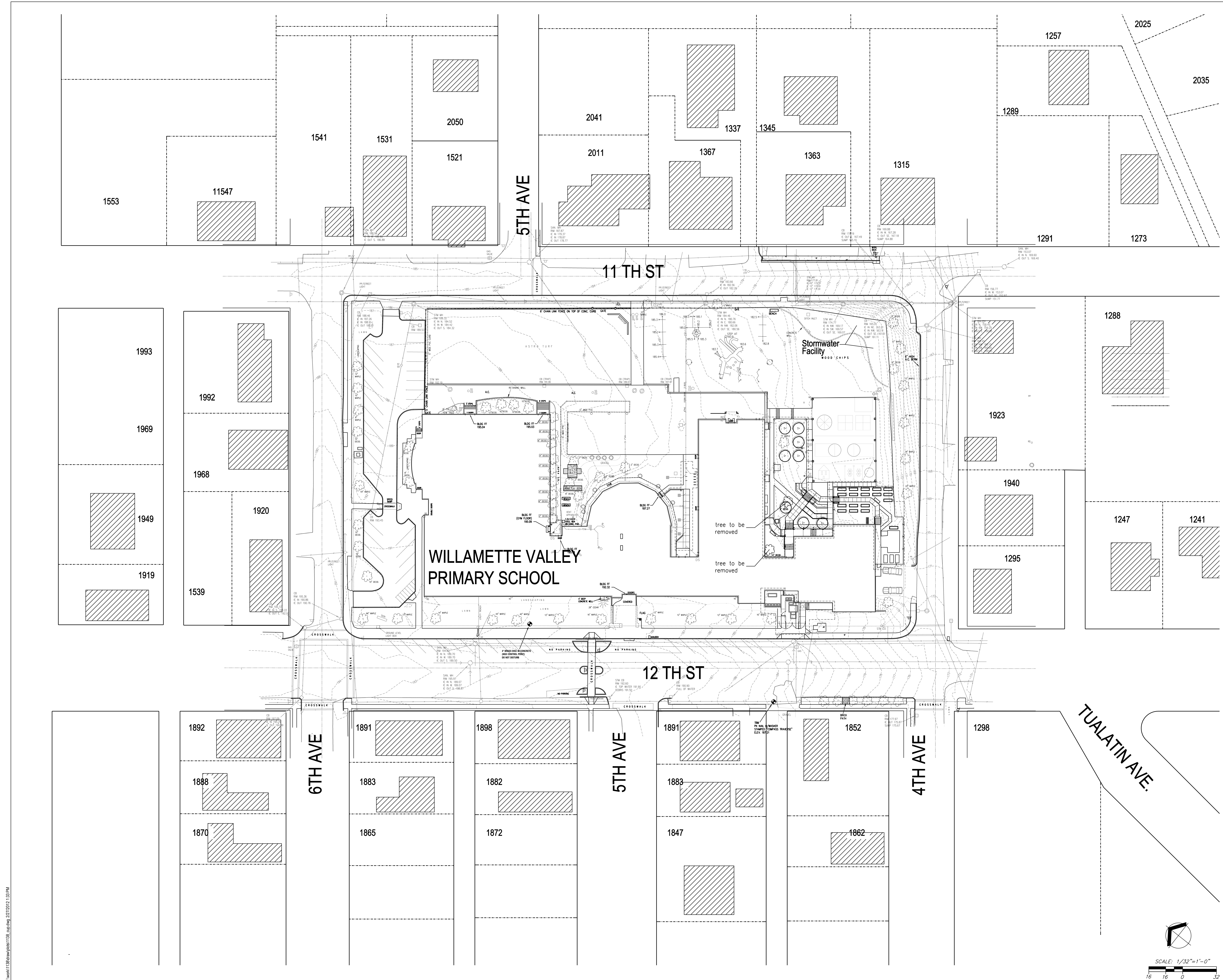
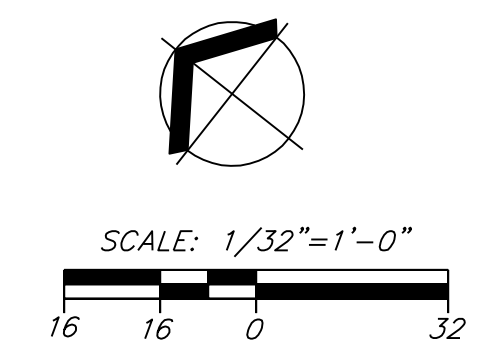
LANDSCAPE ARCHITECTURE | URBAN DESIGN | PLANNING
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key plan

phase	
date	February 14, 2012
revisions	
project #	11070, wm 1138

SITE PLAN

L100



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