

MEMORANDUM



Shaping the Future

To: Tom Soppe, Associate Planner
City of West Linn

From: Thatch Moyle, AICP

Date: November 20, 2012

Project: Youth Music Project—Conditional Use approval for music center
CardnoWRG#: 21200370
Re: Memo to request that parking stalls and concrete curb be retained

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Tom— This memo is provided as supporting evidence to request that the (3) existing parking stalls and concrete barrier be maintained across the former vehicle access aisle located at the western portion of the parking area. This drive aisle, which was included in the Site Plan submitted with the Conditional Use Permit for Youth Music Project, was modified sometime between the time of the previous CUP approval for the call center (January 2012) and today. Youth Music Project had no knowledge of this alteration, but as noted by the previous tenant, the access aisle did present a hazard for pedestrians and vehicle users walking from the parking area to the church property. As a result, Youth Music Project has requested that the parking stalls and concrete barrier be maintained in place in order to limit vehicle traffic passing into and through the site. This claim is further supported based on the fact that young children and families will be the primary visitors to the Youth Music Project facility.

A response to the code-specific sections follows below:

46.140 EXEMPTIONS TO PARKING REQUIREMENTS

To facilitate the design requirements of Chapter [58](#) CDC, properties in the Willamette Falls Drive Commercial District/Overlay Zone, located between 10th and 16th Streets, shall be exempt from the requirements for off-street parking as identified in this chapter. Any off-street parking spaces provided shall be designed and installed per the dimensional standards of this code. (Ord. 1463, 2000)

Response: As this site is within the Willamette Falls Drive Commercial District overlay, this site is exempt from the requirement for off-street parking. The request to maintain the concrete barrier will add (3) additional parking spaces to the site. The parking area update is reflected in the updated Site Plan, enclosed with this memo.



46.150 DESIGN AND STANDARDS

The following standards apply to the design and improvement of areas used for vehicle parking, storage, loading, and circulation:

A. Design standards.

4. Service drives shall be designed and constructed to facilitate the flow of traffic, provide maximum safety of traffic access and egress, and maximum safety of pedestrians and vehicular traffic on the site.

Response: This memo is a request to eliminate a service drive into the site, as the drive was not providing maximum safety to pedestrians and vehicular traffic on the site. Also, with consideration for the children and families that will be using the site, the applicant requests that this service drive be eliminated. Safe and efficient service drives are provided on both the north and south end of the site, accessing 8th Avenue and Willamette Falls Drive.

9. Access drives from the street to off-street parking or loading areas shall be designed and constructed to facilitate the flow of traffic and provide maximum safety for pedestrian and vehicular traffic on the site. The number of access drives shall be limited to the minimum that will allow the property to accommodate and service the anticipated traffic. Access drives shall be clearly and permanently marked and defined through use of rails, fences, walls, or other barriers or markers on frontage not occupied by service drives.

Response: This memo is a request to eliminate a secondary access drive into the site. Safe and efficient service drives are provided on both the north and south end of the site, accessing 8th Avenue and Willamette Falls Drive. These two access drives provide safe levels of service for the anticipated levels of traffic, thus meeting the requirement that, "access drives shall be limited to the minimum that will allow the property to accommodate and service the anticipated traffic". The already-installed concrete barrier and parking stalls will work as a barrier to restrict vehicles from accessing the site from the west.

48.025 ACCESS CONTROL

- A. Purpose. The following access control standards apply to public, industrial, commercial and residential developments including land divisions. Access shall be managed to maintain an adequate level of service and to maintain the functional classification of roadways as required by the West Linn Transportation System Plan. Major roadways, including arterials and collectors, serve as the primary system for moving people and goods within and through the City. Access management is a primary concern on these roads. Local streets and alleys provide access to individual properties. If vehicular access and circulation are not properly designed, these roadways will be unable to accommodate the needs of development and serve their transportation function. The regulations in this section further the orderly layout and



use of land, protect community character, and conserve natural resources by promoting well-designed road and access systems and discouraging the unplanned subdivision of land.

Response: The applicant is aware of the access control standards defined by code and has provided safe and sufficient access into and through the site via the two driveways provided on 8th Avenue and Willamette Falls Drive. The primary reason for the request to eliminate the secondary access into the site from the west is the issue of safety for both pedestrians and vehicles. Sufficient levels of service will not be compromised by limiting this secondary access.

B. Access control standards.

3. Access options. When vehicle access is required for development (i.e., for off-street parking, delivery, service, drive-through facilities, etc.), access shall be provided by one of the following methods (planned access shall be consistent with adopted public works standards and TSP). These methods are “options” to the developer/subdivider.
 - c) Option 3. Access is from a public street adjacent to the development parcel. If practicable, the owner/developer may be required to close or consolidate an existing access point as a condition of approving a new access. Street accesses shall comply with the access spacing standards in subsection (B)(6) of this section.

Response: Vehicle access is provided into the site from 8th Avenue and Willamette Falls Drive, two public streets that are directly adjacent to the development parcel. The applicant is requesting that the secondary access aisle located along the western property be eliminated, in order to increase both pedestrian and vehicle safety for users of the Youth Music Project facility. As already addressed in the CUP submittal, street accesses do comply with the access spacing standards in subsection (B)(6) of this section.

48.040 MINIMUM VEHICLE REQUIREMENTS FOR NON-RESIDENTIAL USES

Access, egress, and circulation system for all non-residential uses shall not be less than the following:

- A. Service drives for non-residential uses shall be fully improved with hard surface pavement:
 1. With a minimum of 24-foot width when accommodating two-way traffic; or
 2. With a minimum of 15-foot width when accommodating one-way traffic. Horizontal clearance shall be two and one-half feet wide on either side of the driveway.
 3. Meet the requirements of CDC [48.030\(E\)\(3\)](#) through (6).



Response: There are 24-foot service drive aisles located on-site, that provide direct access to 8th Avenue and Willamette Falls Drive. The applicant is requesting that the secondary access aisle located along the western property be eliminated, in order to increase both pedestrian and vehicle safety for users of the Youth Music Project facility. As already addressed in the CUP submittal, street accesses do comply with the requirements of CDC 48.030(E)(3-6).

B. All non-residential uses shall be served by one or more service drives as determined necessary to provide convenient and safe access to the property and designed according to CDC [48.030\(A\)](#). In no case shall the design of the service drive or drives require or facilitate the backward movement or other maneuvering of a vehicle within a street, other than an alley.

Response: This non-residential use is served by two service drives that provide convenient and safe access to the property. A secondary service drive into the site is proposed to be eliminated, as that aisle does not provide safe access to the property.

C. All on-site maneuvering and/or access drives shall be maintained pursuant to CDC [46.130](#).

Response: The applicant is aware of this provision and will maintain safe and convenient access drives pursuant to CDC 46.130.

CONCLUSION

As demonstrated in this memo, the applicant is requesting that the existing secondary access into the site be eliminated in order to insure safe and convenient access for both pedestrians and vehicles. The existing access points from 8th Avenue and Willamette Falls Drive do provide more-than-adequate access into the site and maintain levels of service that meet the needs of the Youth Music Project facility. Therefore, the applicant is requesting approval of the concrete barrier and (3) parking stalls as they are already installed.



LEGEND

- — — — — EXISTING ROW LINE
- - - - - EXISTING 2' CONTOUR
- · · · · EXISTING 10' CONTOUR
- — — — — EXISTING STRIPING
- — — — — EXISTING BUILDING LINE
- — — — — PROPOSED IMPROVEMENTS LINE
- — — — — EXISTING LIGHT
- — — — — PROPOSED LIGHT

SITE INFORMATION

TOTAL SITE AREA: 40,908 SF (.939 AC)
 TOTAL LANDSCAPED AREA: 6,000 SF (14.67%)

PARKING INFORMATION

STANDARD PARKING STALLS: 43
 HANDICAP PARKING STALLS: 3
 COMPACT PARKING STALLS: 0
 TOTAL PARKING STALLS: 46
 BICYCLE PARKING: PROVIDED INSIDE BUILDING

SITE INFORMATION

- SLOPE ANALYSIS: ALL SLOPES ON SITE ARE LESS THAN 15%
- FLOOD PLAIN: N/A
- NEW PLANT MATERIAL: NONE
- NEW SIGNS: LEFT TURN ONLY (SEE PLAN)
- GROUND WATER DEPTH: 25-32"
- LANDSLIDE AREAS: NONE
- EROSION POTENTIAL: SLIGHT EROSION POTENTIAL PER NRCS WEB SOIL SURVEY
- WETLANDS/MARSH AREAS: NONE
- WILDLIFE HABITAT AREAS: NONE
- LARGE ROCK OUTCROPPINGS: NONE

OWNER INFORMATION

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