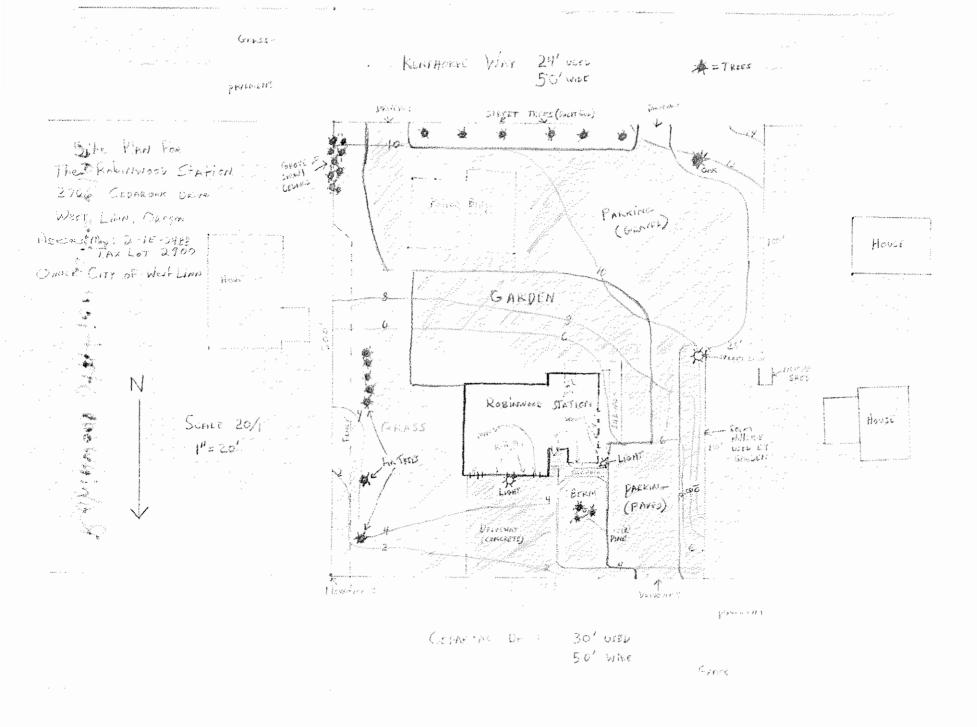


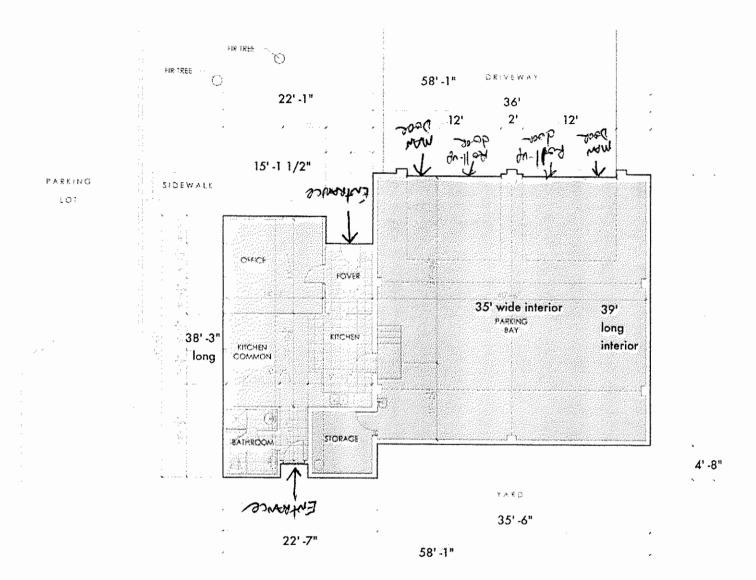
Planning & Development • 22500 Salamo Rd #1000 • West Linn, Oregon 97068

Telephone 503.656.4211 • Fax 503.656.4106 • westlinnoregon.gov

DEVELOPMENT REVIEW APPLICATION

| | DEVELOPMENT REVIEW APP | LICATION | |
|--|--|---|--|
| STAFF CONTACT DAY COND | PROJECT NO(s) | 100-1205 | |
| NON-REFUNDABLE FEE(S) | REFUNDABLE DEPOSIT(S) | 102-13-05 TOTAL | |
| ype of Review (Please check all th | | | |
| Annexation (ANX) Appeal and Review (AP) * Conditional Use (CUP) Design Review (DR) Easement Vacation Extraterritorial Ext. of Utilities Final Plat or Plan (FP) Flood Management Area Hillside Protection & Erosion Control Home Occupation, Pre-Application | Historic Review Legislative Plan or Change Lot Line Adjustment (LLA) */** Minor Partition (MIP) (Preliminary Plat or Foundation of Planned Unit Development (PUD) Pre-Application Conference (PA) */** Street Vacation on, Sidewalk Use, Sign Review Permit, and Ton forms, available on the City website or at Conforms, available on the City website or at Conference of Panal Processing Planned Use, Sign Review Permit, and Ton forms, available on the City website or at Conference of Panal Processing Planned Use, Sign Review Permit, and Ton forms, available on the City website or at Conference of Panal Processing Planned Use, Sign Review Permit, and Ton forms, available on the City website or at Conference of Panal Processing Planned Use, Sign Review Permit, and Ton forms, available on the City website or at Conference of Panal Processing Planned Use, Planned | Water Resource Area Protection/Single Lot (WAP) Water Resource Area Protection/Wetland (WAP) Willamette & Tualatin River Greenway (WRG) Zone Change emporary Sign Permit applications require | |
| Site Location/Address: | The state of the s | Assessor's Map No.: 21E24BB02800 | |
| | 6 CEDAROAK DRIVE | Tax Lot(s): 00372527 | |
| | | Total Land Area: .88 AC. | |
| Applicant Name: RANDALI.FA | STAREND | Phone: 503 635 0830 | |
| Applicant Name: RANDALL FA | | Email: | |
| Address: 18787 TRILLIUM DRIVE City State Zip: WEST LINN, OREGON 97068 | | randallfastabend88@gmail.com | |
| Owner Name (required): CITY OF (please print) Address: City State Zip: | | Phone: Email: | |
| Consultant Name: (please print) | AUG & A ZUI3 | Phone: | |
| Address: City State Zip: | PLANGING & & TLEING OF WEST LINK | Email: | |
| 2. The owner/applicant or their repres 3. A denial or approval may be reverse 4. Three (3) complete hard-copy sets (One (1) complete set of digital appl If large sets of plans are required in No CD required / ** Only one hard The undersigned property owner(s) hereby comply with all code requirements applicab to the Community Development Code and the | authorizes the filing of this application, and autho | rings. il the appeal period has expired. be submitted with this application. In CD in PDF format. prizes on site review by authorized staff. I hereby agree to on does not infer a complete submittal. All amendments is approved shall be enforced where applicable. | |
| Applicant's signature | Date Owner's | signature (required) Date | |





Project Description

The Friends of Robinwood Station (FORS) wishes to continue use of and continue to make improvements on the Robinwood Station to maximize use in the future. Three years ago a committee was formed to try to transform an old fire station and meeting room into a place that was inviting. FORS noted that the Station rehabbing would give the community a unique asset that would be friendly to kids and families. During this time the Station has been transformed from a leaky, smelly eyesore to the welcoming building West Linn has now.

The projects that have been completed include: residing and reframing the smaller building and adding new windows, handicapped entrances, doors, and carpet as well as making the bathroom useable. In the larger building, FORS has installed a new heating system, made the bay legal for occupancy by installing 2 man doors as well as new roll up doors, built a stage with lighting, built and installed a projection system and screen, and countless other projects to make the space more appealing. Outside, the grounds have been partially taken over by the Robinwood Garden project which complements the community feeling of the Station.

The FORS board has collaborated and identified additional projects that would make the Station more useful and viable for users include remodeling the present bathroom to better accommodate wheelchairs, adding a second handicapped accessible bathroom in the bay, reconfiguring and remodeling the kitchen, and changing the layout of the smaller area to eliminate wasted space and improve flow. (See attached project list). Additionally, in the future the Water building (Police) will be vacant and could be used for a tool lending library, storage or other consistent uses. These projects have been discussed by the FORS board and all have agreed that these improvements will help to increase use.

In the future the roofing systems on both buildings need to be upgraded. They are both nearly flat roofs that gather and hold water in puddles until the sun dries them out. The main building's roof is actually lower than the scuppers that drain it, creating standing water. Also the main building will have to be seismically stabilized at the time the roof is replaced.

FORS has good relations with the neighbors who seem pleased that the Station is being used and isn't an eyesore. A few of them even have worked with FORS on the remodel.

Now to address the CUP requirements:

60.070 1.a. The site size has adequate area for the needs of the proposed use as we have been open for two years and have had no size problems.

- 1.b. Mitigation isn't necessary as the Station has been at its present location for 50 years. We have received no complaints from the neighbors and they are excited to see the positive results from the remodel.
- 2. The characteristics of the site are suitable for the proposed use. Everybody seems to love it.
- 3. Granting this proposal will provide for a facility that the community needs. It is the only City building that is not fully booked and is suitable for kids.

- 4. Adequate public facilities available...N/A
- 5. The applicable requirements of the zone are met as this building has been used for 50 years.
- 6. If there are supplementary requirements FORS would like them waived, everybody seems to love what has been achieved, and going forward will be even more excited with completion of basic upgrades to the bathrooms and kitchen.
- 7. Yes the use will comply with the applicable policies with the comprehensive plan.

Transportation. We are not adding any square feet to the building and it is within 2 blocks of the TriMet bus line. The site also has a demonstration garden that will benefit the environment not only at the Station but also in the larger community through classes etc.

55.090(B) Adequate Public Facilities: The site size has adequate area for the needs of the proposed use as the Station has been open for two years and has had no size problems, although an additional handicapped bathroom in the bay area and updated kitchen facilities is necessary for optimal long-term use.

55.100(A)(6) Fences: The property is not fenced on the perimeter, the fences that exist are owned by the neighbors. The garden has nylon mesh deer fencing with three gates. This fence is see through and is used to keep deer from eating the crops. It consists of 20, 8 foot tall wooden posts and mesh attached with three gates which are not locked.

55.100(A)(7): Off-street parking and loading: The Station has a graded gravel pad and driveway which contains approximately 17 parking spaces, in addition to the concrete pad in front of the bay, which has room for 3-6 more vehicles. Loading into the bay area requires only raising the doors as the driveway in front of the Station goes right up to the bay and is reinforced concrete.

55.100(A)(8) Access, egress, and circulation: There are two driveways on Kenthorpe. One accesses the parking area and the other the Water office building (Police). There are also two driveways on Cedaroak, one connects the parking area and the other is the driveway/parking area for the bay.

55.100(A)(10): Landscaping: The entire property has been landscaped for years. Recent upgrades include replanting the Southwest corner and the addition of a community Garden which has 25 raised beds. Trimming and replacement of plants is ongoing. The East lawn is flat and slopes north toward the road at the end and is bordered to the East by a fence and a row of conifers. At least 40% of the property is landscaped.

55.100(B) (6) (a,b,e,f) Architecture: The following changes have been made from the original structure; New windows were installed where the old ones were. The new windows are larger and more welcoming that the privacy windows they replaced. The doors into and in the station were replaced or reconfigured to swing out and have a 36" opening. The color of the Station is the same as it has been for at least 20 years with the exception of the green accents in the front replacing a dull grey. The original 2, 12 foot wide roll-up doors on the station have been replaced by 2, 8' wide roll-up doors with welcoming windows and two side man-doors with overhead casement windows as required by the building department.

55.100(C) Buffering and screening; the facility is centered from the East to West and is setback from Cedaroak 47 feet and Kenthorpe 115 feet. The East and West fences on the perimeter are owned by the neighbors. The East fence is setback 52' from the building and the West property line is 70'from the building. The west side has a 6-8 foot rock wall that adjoins the neighbors' property at the top.

55.100(D)(3) Privacy and noise. The setbacks provide for noise buffering as there is background noise coming from Hwy 43 and Cedaroak Drive and the users of the station are directed to use it in accordance to the West Linn noise code. The lighting is installed to be directed at the ground and not to bleed over to neighbors' lots.

55.100(J)(1) Crime prevention. The facility is surrounded by a clear and open space, that is lit during the night by a streetlight in the upper parking lot and Station installed lighting in the lower parking area and the front of the building. Sidewalks and porticos are well lit at night. All doors and windows have lock or locking mechanisms. The windows in the small building have a clear view of the parking lot.

55.100(K) Provisions for the disabled: The small building is accessible front and back with wheelchair accessible sidewalks leading to 36" doors that swing out and the bathroom is large enough to accommodate wheelchairs and has ADA fixtures. The bay is accessible via the man-doors on the front or roll-up doors. FORS's next remodeling plans call for redeveloping the closet in the bay to be a handicapped restroom.

55.100(L)(2-4) Signs: The front of the building has a horizontal $13' \times 1'$ "Robinwood Station" sign above the bay doors and a vertical $4' \times 1'$ address sign "3706" under. The front door has a $18 \times 30''$ sign identifying the space.

55.070 Design Review. Other than the site plan the applicant asks to have this section waived as the building and current use have been going on for over two years and the design and remodeling has significant support because it is no longer an eyesore and instead is a vibrant expression of the neighborhood.

FORS is requesting a waiver from 99.038.0.1 because FORS has proof of direct contact for notification.

In conclusion; The Robinwood Station has proven itself to be a place where many different events have taken place. As the remodeling has improved the station, use has picked up. With a CUP and occupation permit FORS will be able to attract groups that have wanted to use the station but were put off by the fact FORS doesn't have a permit after June. They have expressed that they are very interested when we are permitted. If the remodeling is completed as suggested above, FORS will be able to attract more than one user at a time and will make it more user friendly. This would result in increased revenues. Granting of the CUP keeps the Station open and maintains it's usefulness for the community.

Affidavit from Tony Bracco, President, Robinwood Neighborhood Association

RE: CUP requirement 99.038.0.1 Neighborhood President Notification of Community Meeting.

On July 12, 2013 Randall Fastabend, President of the Board for the Robinwood Station requested in person that the required public meeting for the Station CUP process be placed on the agenda for the August 2013 RNA meeting. I agreed to place this event on the RNA meeting agenda and I took this as my official notification for this meeting.

Furthermore, I was aware that the Station CUP meeting notification to all neighbors within a 500 foot radius was sent the following week on July 20, 2013.

Tony Bracco, RNA President

Date

Friends of the Robinwood Station

Public Notice

THE PUBLIC IS INVITED to attend a Robinwood Neighborhood Association meeting

To discuss the issuance by the City of West Linn of a Conditional Use Permit (CUP)

For the continued operations of the Robinwood Station.

August 13, 2013, 7PM

The Meeting will be held at the Robinwood Station

3706 Cedaroak Drive, West Linn, 97068

Property Information:

Robinwood Station

Location: 3706 Cedaroak Drive, West Linn, Oregon, 97068

Property Description: Parcel number 37-39 Kenthorpe Tracts

Assessor's Map: 2-1E-24BB Tax Lot 2900

This is an informal meeting to discuss the ongoing operations of the Robinwood Station, a former fire station and meeting place. We are at the end of two temporary use permits and are petitioning the City of West Linn to allow ongoing permanent use with a Conditional Use Permit (CUP).

This matter is on the agenda is part of a regular meeting of the Robinwood Neighborhood Association and other issues will also be discussed.

For more information please contact, Anthony Bracco, 503 675-1773, email: presidentRNA@gmail.com; Kevin Bryck, 503 675-7301, email: treasurerRNA@gmail.com; or Jack Norby, 503 720-4733, email: inorb@comcast.net.

Notice dated July 11, 2013

| ALLEN WILLIAM A & DORIS J | BADIA-JOHNSON PATRICIA TRUSTEE | BARNES ANNETTE D |
|--|---|---|
| 3870 RIDGEWOOD WAY | 3896 CEDAROAK DR | 3840 KENTHORPE WAY |
| WEST LINN, OR 97068 | WEST LINN, OR 97068 | WEST LINN, OR 97068 |
| BAY LORENE M | BELDEN WILLIAM P & KELSEY A | BELLE JOHN C II & DONNA J |
| 2045 OSTMAN RD | PO BOX 388 | 2155 WINDHAM OAKS CT |
| WEST LINN, OR 97068 | WEST LINN, OR 97068 | WEST LINN, OR 97068 |
| BRADY BYRON A & SUSAN K | BUCHOLZ DAVID R | BUFFINGTON PATRICIA J |
| 20182 OLD RIVER DR | 3774 KENTHORPE WAY | 3820 RIDGEWOOD WAY |
| WEST LINN, OR 97068 | WEST LINN, OR 97068 | WEST LINN, OR 97068 |
| CARLSON BRENT | CARLSON ERIC R & MARYANNE | CEDAR LINN LLC |
| 19930 OLD RIVER DR | 3875 RIDGEWOOD WAY | 7831 SE LAKE RD STE 200 |
| WEST LINN, OR 97068 | WEST LINN, OR 97068 | MILWAUKIE, OR 97267 |
| CIMINSKI KEITH A & GINNY T | COX AMY E | CURTISS ALAN C & JACQUELYN M |
| 3753 KENTHORPE WAY | 3841 MAPLETON DR | 18812 UPPER MIDHILL DR |
| WEST LINN, OR 97068 | WEST LINN, OR 97068 | WEST LINN, OR 97068 |
| DASSO JAMES F TRUSTEE 3893 CEDAROAK DR WEST LINN, OR 97068 | DURHAM KATHERINE A 3833 KENTHORPE WAY WEST LINN, OR 97068 | EHLINGER DAVID P & KATHERINE L WARNER 19790 OLD RIVER DR WEST LINN, OR 97068 |
| ERFAN INC | ESNARD STEPHEN M & DARLA R | FOSTER BENJAMIN R & LINDA M |
| 3480 RIVERKNOLL WAY | 3786 S KENTHORPE WAY | 3707 CEDAROAK DR |
| WEST LINN, OR 97068 | WEST LINN, OR 97068 | WEST LINN, OR 97068 |
| GOLDENBERG HAYDEE | GORGONE FRANK R JR | HAJIHASHEMI ALI REZA & AMY M |
| 3850 KENTHORPE WAY | 19970 OLD RIVER DR | 3780 KENTHORPE WAY |
| WEST LINN, OR 97068 | WEST LINN, OR 97068 | WEST LINN, OR 97068 |
| HAMERSLY FAMILY LLC | HANSEN PAUL F & ELLEN E | HENRY DONALD J & VIRGINIA J |
| 2695 SURREY LN | 3810 CEDAROAK DR | 3870 KENTHORPE WAY |
| WEST LINN, OR 97068 | WEST LINN, OR 97068 | WEST LINN, OR 97068 |
| HUGET MATT A & SHONA LYNN | KILSTROM LONN K & ANN M | LAND FINDING LLC |
| 3700 KENTHORPE WAY | 3855 CEDAROAK DR | 120 CABANA POINTE |

WEST LINN, OR 97068

LAKE OSWEGO, OR 97034

WEST LINN, OR 97068

LARSON ELEANORA H LEATHERBERRY A V CO-TRUSTEE LEATHERBERRY JOSEPH B & CYNTHIA E 3969 RIDGEWOOD WAY 3851 KENTHORPE WAY 3815 KENTHORPE WAY WEST LINN, OR 97068 WEST LINN, OR 97068 WEST LINN, OR 97068 LEVEE NORMAN JAY & GAY J MEYER ROBERT M & CAROLE ANN MICETIC JOHN S PO BOX 450 3830 KENTHORPE WAY 20024 OLD RIVER DR CLACKAMAS, OR 97015 WEST LINN, OR 97068 WEST LINN, OR 97068 MILLER JOHN M & DONNA D MORE WILLIAM MOXON CHRISTOPHER J 3825 RIDGEWOOD WAY 222 N RAMPART ST 3850 CEDAROAK DR WEST LINN, OR 97068 NEW ORLEANS, LA 70112 WEST LINN, OR 97068 MURRAY SETH H & TYRA MYHRE TERESA C NEMER JERRY 805 NW ALDER ST 3780 CEDAROAK DR 3876 KENTHORPE WAY MCMINNVILLE, OR 97128 WEST LINN, OR 97068 WEST LINN, OR 97068 **NEW LIFE CHURCH ROBINWOOD** POLLMANN DENNIS A & SHARON M PORTER MICHELLE P PO BOX 5 3879 KENTHORPE WAY 3927 RIDGEWOOD WAY WEST LINN, OR 97068 WEST LINN, OR 97068 WEST LINN, OR 97068 PRANZ RICHARD L & LORI M PRESBYTERY OF PORTLAND RIEFF KEITH J 3751 CEDAROAK DR 19200 WILLAMETTE DR PO BOX 12 WEST LINN, OR 97068 WEST LINN, OR 97068 LYLE, WA 98635 SMITH JACK MICHAEL & KATHLEEN SMITH STEVEN K & HEIDI L STEPTO ANN M MAE 3750 KENTHORPE WAY 19844 OLD RIVER DR 3950 RIDGEWOOD WAY WEST LINN, OR 97068 WEST LINN, OR 97068 WEST LINN, OR 97068 STONEKING RAYMOND D & GERALDINE STONEKING TODD K & WENDY J TRIBBETT&SON 20240 OLD RIVER DR 1942 WESTLAKE LOOP 1040 CEDAR ST WEST LINN, OR 97068 NEWBERG, OR 97132 LAKE OSWEGO, OR 97035 VANACKER JUDY R VARELA FRANCISCO WEST LINN PROPERTIES 3708 KENTHORPE WAY 20286 OLD RIVER DR 10250 SW NORTH DAKOTA ST WEST LINN, OR 97068 WEST LINN, OR 97068 **TIGARD, OR 97223**

WOOD TINA MARIE 3820 KENTHORPE WAY WEST LINN, OR 97068 WYSE INVESTMENT SERVICES CO 1501 SW TAYLOR ST STE 100 PORTLAND, OR 97205

Robinwood Neighborhood Association of the City of West Linn Minutes August 13, 2013

Meeting of the Robinwood Neighborhood Association (RNA) called to order at 7:05pm July 2013 Minutes were not available for review as the Secretary was not in attendance.

Treasurer Report: Balance on 8/13 is \$1041.65. City stipend of \$1036.51 was deposited 7/10. City Finance Director Seals assisted in obtaining bank records for previous year to enable audit by Kazi Ahmed as agreed in July. Secretary to forward minutes to Kazi for review.

Speakers:

- Roberta Schwarz spoke about progress at White Oak Savanna Park and the upcoming fundraising concert at 3:30 on 8/17 at Willamette Park. Call 503 723-5015 for more info.
- Friends of Robinwood Station made a formal planning presentation for the CUP to continue the current use at Robinwood Station. The Master Plan and Concept Plan were discussed. Jack Norby is working with Planner Tom Soppe, with a Planning Commission hearing this fall.

Announcements:

- Girl Scout Garage Sale at the Station this Friday and Saturday, August 16th-17th
- Campout at MSYoung Park on Saturday August 17th
- Robinwood Picnic at the Station on Saturday August 24th from Noon to 4pm with live music.
- Garden Harvest Party on Saturday October 12th

Committee Reports:

Business: None Parks: None

Streets: Marylhurst Drive downhill speeding continues to be a problem and neighbors have erected impromptu warning signs resulting in city attention. A resolution addressing the problem will be drafted for the September RNA meeting.

Planning: The city staff is attempting to ram through the code changes that neuter the Planning Commission and the NAs and allow for increased building heights and density. **Robinwood Station:** Randall Fastabend - Usage picking up after the July shutdown threat.

Old Business: None

New Business: As a result of discussion arising during the FORS presentation, the RNA adopted the following:

On Tuesday, August 13th 2013, the RNA resolved that the City of West Linn should work with the neighbors to alleviate the impact of dust generated in the unpaved city owned driveway that connects Kenthorpe Way and Cedaroak Drive at 3706 Cedaroak Drive.

This problem is primarily caused by through traffic using this unpaved city owned driveway as a short cut.

Motion by John Micetic, Seconded by Randall Fastabend, Passed by unanimous ayes.

Meeting adjourned at 8:40

Attendees: 24

Robinwood Neighborhood Association Board Members:

Anthony Bracco, RNA President <u>anthonymbracco@yahoo.com</u>
Sarah Rose, RNA Secretary <u>secretaryRNA@gmail.com</u>
Jim O'Toole, RNA Member at Large jandeotoole@comcast.net <u>vicepresidentRNA@gmail.com</u>
Kevin Bryck, RNA Treasurer treasurerRNA@gmail.com

Robinwood Neighborhood Association Sign-in Sheet Page 1 Date Aug 13, 2013

| First | Last | Phone | Email | Street |
|-------------|-----------|--------------|-------------------------|-------------------|
| Morra | Horvath | 636-2025 | | Terra VISTA CT |
| YNW | BEYCK | | | NAONAV |
| Anthony | Braces | 1773 | anthonymbraces of | Robinwood Way |
| CAEG LANGO |) — | 503 | HT2338 HOMILITAA.COM | MURINIHORY + MANI |
| MARYGRACE | McDermo11 | 636-2051 | | Walling Cer. |
| JACK States | Norlow | 503720-4733 | Joersa Concordad | terthorpe |
| JIM | 0.70018 | 503 63644 | | Los isioco o |
| Man | Hill. | 636-5373 | mzhilla correctives | 1 / \ |
| Tolin | Micofic | | Johnmichice gunoil. 6 | un Clever W |
| Haron | Juffing - | 5-3-432-7521 | <u> </u> | Ridgewoodly |
| Rondall | Lastaver | 936350830 | | PRILLIAM |
| Lamost | King | 676-0182 | | Kenthern way |
| Elemon | Sandon | 503-634-9914 | | Rtapusoed Wy |
| Ed | Ehuarz | | | (Guest) |
| Tom Seelen | | | | magleton Dr. |

Robinwood Neighborhood Association Sign-in Sheet Page 2 Date August 13, 2013 Phone **Email** First. Schutter (503) 723-5015 roberty. Schwarzo Congrust, net enver 5036552682 Lover Mdh. Wilderess is 503635 P\$51

RStation Phase 1 Projects

1. Commons restroom ADA compliant remodel

Labor

Remove and store plumbing fixtures and door assy

Demolish existing paneling and drywall to studs, remove existing shower stall Frame new door opening

Replace galvanized plumbing as necessary

Replace 120v electrical as necessary

Patch and level floors for new ceramic tile

Install new waterproof backer board on walls (GP DensShield or equivalent)

Ceramic tile floor and walls up to ?"

Plaster and paint walls

Install t-bar ceiling

Install plumbing fixtures, ADA fixtures

Install doors, trim and signage.

Note: All labor tasks could be done by FORS volunteers

Expenses and Materials

Building Permits

Dumpster for debris

Temporary portable toilet if before or contemporary with Bay restroom

6@ 2x4x8' studs

Poly and ABS plumbing as necessary and floor drain

Electrical materials as necessary, including new exhaust fan, light and GFI

Concrete patch and floor leveling compound

272 sf waterproof tile backer, fasteners, tape and plaster

200 sf ceramic tile, thinset, grout

72 sf T-bar ceiling

ADA lavatory and faucet

Urinal privacy panel

Note: The most expensive line item will be ceramic tile

2. Add a second ADA restroom in Bay closet area and commons closet

Labor

Demolish existing drywall to studs, remove water heater

Frame divider wall and new door openings for restroom and closet

Install supply and DWV plumbing as necessary

Replace 120v electrical as necessary

Patch and level floors for new tile

Install new waterproof backer board on walls (GP DensShield or equivalent)

Install drywall on closet side.

Tile floor and walls

Plaster and paint walls

Install plumbing fixtures, ADA fixtures and water heater

Install doors, trim and signage.

Note: All labor tasks could be done by FORS volunteers

Expenses and Materials

Building Permits

Dumpster for debris

Temporary portable toilet if done contemporary with Commons restroom

30@ 2x4x8' studs, floor joists and sheathing for closet floor

Poly and ABS plumbing as necessary

Re-plumb kitchen common wall for dishwasher

Electrical materials as necessary, including new exhaust fan, lights and GFI

Floor leveling compound

264 sf waterproof tile backer, fasteners, tape and plaster

180 sf ceramic tile, thinset, grout

ADA up-flow toilet assy, ADA lavatory and faucet

ADA grab bars.

3 new doors (1 bath and 1 double utility closet) with hardware.

Optional:

Instantaneous gas hot water heater?

3. Modify Commons floor plan to improve circulation, to enlarge meeting space and to enlarge kitchen space for a dishwasher, oven, counter preparation area and increased storage.

Labor

Remove existing appliances and cabinets
Demolish existing drywall and framing as necessary
Frame door fills and new doorways from Board to Commons and West Exterior Install supply and DWV plumbing as necessary
Replace 120v electrical as necessary and 240v electrical for range
Patch and level floors, replace flooring as necessary
Install, tape, plaster and paint new waterproof backer board and drywall
Install cabinets, plumbing fixtures and appliances
Install doors, trim and signage.

Note: All labor tasks could be done by FORS volunteers

Expenses and Materials

Building Permits

Dumpster for debris

15@ 2x4x8' studs

Poly and ABS plumbing as necessary,

Electrical materials, including new GFIs, range wiring, light fixtures 64 sf drywall 27 sf waterproof tile backer, fasteners, tape and plaster supplies 550 sf flooring treatment

18 If upper and 18 If lower kitchen cabinets

40 sf countertop

2 doors (1 interior and 1 exterior) with hardware and trim

Robinwood Station Community Center Concept Plan



Friends of Robinwood Station

March 2013

Table of Contents for Concept Plan Documents

2013 Concept Plan by Friends of Robinwood Station

| Overview | 3 |
|--|---------|
| History | 4 |
| Conditions of Operation | 6 |
| Current Planning Status and Recommendation | 7 |
| Building Description | 9 |
| Users and Uses | 11 |
| Market Analysis and Comparative Fee Structures | 15 |
| Program Recommendations | 19 |
| Conclusion | 26 |
| Exhibit 1 | |
| Memorandum: Legal Analysis of CUP Issue | 4 pages |

Attachment 1

2012 Master Plan by Gerber Boes Collaborative 55 pages

Attachment 2

Appendices - Volume 2

2012 Master Plan by Gerber Boes Collaborative 227 pages

A note on this Concept Plan Document: The Master Plan documents created by the Gerber • Boes Collaborative contain a great deal of accurate and relevant information as to usage and community need, necessary to reach the conclusions encompassed in this Concept Plan. Many minor historical details in that report are not accurate. Many of dimensions for the current building in the detail drawings are not accurate. Further, most of the recommendations and priorities for facility improvements are the sole opinion of the authors, with no input from FORS or the Robinwood community as to our operational priorities or aspirations. It is the opinion of FORS that these aspirational scenarios fail to account for current municipal fiscal restraints and overstate the potential income potential from operation for the immediate future, based upon the current condition of the facility and rates for alternative facilities.

Analysis - Overview

The purpose of this Concept Plan is to demonstrate a need to continue operation of the Robinwood Station community center in West Linn, through evaluation of the materials in this report.

Phase 1 of this study was commissioned to evaluate the existing Robinwood Station Community Center, and to determine the scope of future city and community investment in the facility.

In 2010, Robinwood residents, with the support of the Neighborhood Association, came before the City Council to request reopening this under utilized meeting hall and fire station as a venue for various community activities. Advocates were successful, and an organization of citizen volunteers were granted the authority to improve and manage the facility under conditions of a temporary use permit. See Attachment 1, Appendix 4, Exhibit J.

The purpose was to demonstrate, in a finite amount of time, the need for a community center. As the calendar winds down on the second of two temporary use periods for the existing facility, it is imperative to review the history of operations and determine whether a compelling demonstration has been made for both the City and the taxpayers, that a permanent community center in Robinwood is beneficial to the extent that ongoing operations and facility improvement are a prudent investment-by the City of West Linn.

That determination should be addressed at the end of the Phase 1 Case Study, prior to proceeding to Phase 2, the Scope Definition See Attachment 1.

Analysis - History

In April of 1964, the Robinwood Water District, in unincorporated Clackamas County, received a conditional use approval from the county planning commission for a fire station and meeting room at 3706 Cedar Oak Drive. The Cedaroak Fire Station served Robinwood as the local community center and as home to the volunteer fire department. When Robinwood annexed to West Linn in 1967, the entire site with the buildings was conveyed to the city. While community access to the buildings was limited, they were used for a variety of annual activities, including emergency response, Neighborhood Picnics and Dump Day.

With completion of the new TVF&R Bolton Station 58 in November 2010, TVF&R no longer required the Cedaroak Fire Station (Building 1) to garage their backup and historic engines. The under-utilized building and grounds were already in a state of disrepair and were designated for community center use and beautification in Policy 3.10 of the 2008 Robinwood Neighborhood Plan.

Friends of Robinwood Station (FORS) was founded in 2010, organizing a team of community volunteers to clean, repair, and remodel the fire station building and landscape the grounds. FORS operates the facility with a first come, first served reservation policy.

Before the City of West Linn would consider sizable public investment, the feasibility of a community center at the Robinwood Station would need to be demonstrated. When the West Linn City Council approved the first of two discretionary Temporary Use Permits for the Station, they granted FORS the opportunity to make that demonstration. See Attachment 1, Appendix 4, Exhibit L.

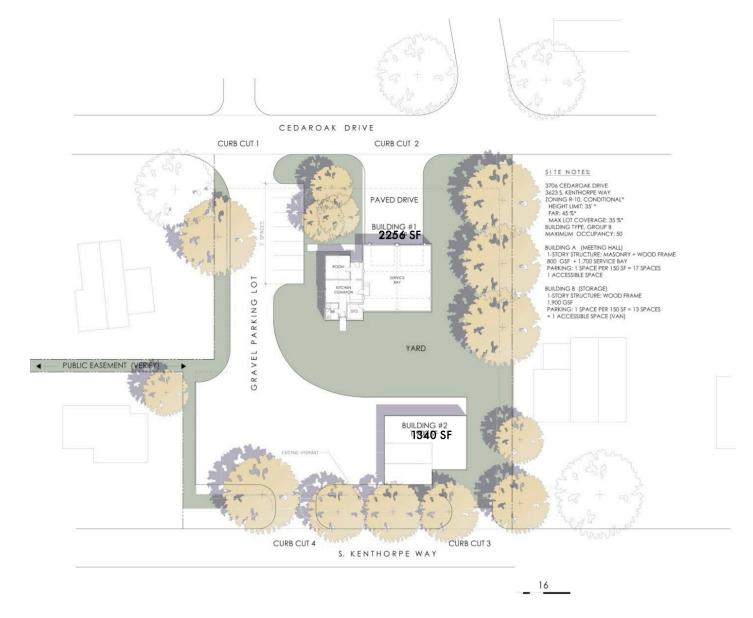


Figure 1-1: Site Plan of the existing facility Dimensions corrected 2013

The 50 year old building does not meet the current conditions for Group A (Assembly) Occupancy. Extensive improvements are necessary to the building and property for the facility to meet International Building Code(IBC), Oregon Structural Specialties Code (OSSC), Americans with Disabilities Act (ADA), and the West Linn Community Development Code (WL CDC). The renovation costs are in excess of the financial resources of the non-profit operating organization, FORS. See Figure 1-1

Conditions of Operations

A Temporary Use Permit is a discretionary permit approved by the City Council for 1 year. During that time, the facility could be allowed to operate in the capacity of a community center in with minimal changes and improvements.

The 2011 Temporary Use was awarded with conditions addressing minimum accessibility, fire and safety standards, to be remediated in cooperation with the West Linn Building and Parks departments. The remediations were in place prior to issuance of an Occupancy Permit.

While meeting those conditions, FORS registered as an Oregon Non-Profit, forged a Memorandum of Use (MOU) agreement with the City of West Linn outlining the conditions and limitations of operations, and drafted a set of operational documents for facility users.

See Attachment 1, Appendix 4, Exhibit M. The agreement with the City imposed restrictions similar to other City facilities, including limited hours of operation varying by days of the week, rules for alcohol consumption and compliance with noise ordinances.

Station user rates were adopted to coincide with those at the city operated Sunset Fire Hall. Community, non-profit and youth groups use the Station rent free. Private events sponsored by West Linn residents are \$20/ hr and by non-residents are \$40/hr.

Since the majority of users fall under the free use category, this fee structure severely impinges upon the ability of FORS to raise sufficient funds for any significant endeavor. Available funds from rentals are disbursed for immediate needs, including supplies and maintenance. FORS normally operates with a discretionary fund of less than \$1000.

Current Planning Status and Recommendation

The Cedaroak Fire Station (Building 1) was constructed under a Clackamas County CUP for a fire station and meeting room, issued April 13th, 1964. See Figure 1-2.

Based upon professional legal and planning research, the FORS Board submits that this founding CUP remains in force. See Addendum 1

Lack of sufficient research in 2010 led to the erroneous conclusion that new permits were required to utilize the existing facility as a community center. City staff did not have access to the original Clackamas County CUP approval documents, for a fire station and meeting room, which were later obtained by FORS volunteers.

Lacking evidence that the site was subject to a subsequent planning change imposed by the City of West Linn, that approval is still relevant and valid for continued use as a community center. The original 2011 and 2012 applications for and approvals of Temporary Use Permits were unnecessary.

This finding would result in considerable savings to the community and to the city. Rather than engaging in a lengthy and expensive process that would only re-affirm existing conditions, these city resources could be directed toward upgrading the existing physical facility and creating a shared vision moving forward.

Recognizing this status quo will allow Robinwood Station to remain open without further action or city expense for major planning activity, until such time as there is a master plan in place, sufficient demand for new community use space and a source of funding to expand the facility.

APR 1 6 1954 April 13, 1964

Mr. Albert Smith, Chairman Robinsood Water District 3705 S. Kentherpe Way Lake Oswego, Oregon

Dear Mr. Smith

At a special meeting held April 9, 1964, the Clackamas County Planning Commission approved your application for a fire station and meeting room as a conditional use in an R-10 Single Family Residential District.

Approval is subject to the regulations of the Clackamas County Coning Ordinance pertaining to such uses.

There is a fifteen (15) day waiting period provided as an "appeal Period" which must be satisfied before any other action can be taken; therefore, after April 24, 1964, you may proceed with your plans, unless, however, an appeal is filed opposing the Planning Commission's decision.

Sincerely,

CLACKAMAS COUNTY PLANNING COMMISSION

RONALD D. BOLTON Zoning Administrator

RDB; nb

cot Board of County Commissioners Persons corresponding Persons heard at meeting



Building Description

The Robinwood Station, Building 1, consists of large double garage bay (Bay) attached to a smaller single story support space (Commons) which served as office and living quarters for the firefighters. See Figure 1-2.

The Commons includes a meeting (Board) room, a kitchen and dining area with connected entry foyers and a single-stall bathroom with a shower and urinal. The Commons is typical period wood-framed construction, using 2x4 studs 16" OC, insulated with R-11 batts. Walls are drywall and the standard 8' ceiling is exposed T&G cedar. The exterior was re-sided by the volunteers with painted HardiPanel siding and the windows were replaced with new white PVC units.

The Bay is constructed of concrete masonry unit block (CMU) whose reinforced condition remains undetermined. This floor descends by concrete stair, 34 inches from the Commons. There is a large storage closet at the SW corner. There is a janitors sink, and all other plumbing is accessible in the closet space. The ceiling is 15' high and is exposed T&G cedar. There are two new 8' wide by 12' high glazed garage bay doors and two man doors on the north side. The interior walls were cleaned and painted by FORS volunteers. The bay area is un-insulated. The Bay exterior is painted stucco applied over the CMU walls.

The roofs of the Commons and Bay are independent and the Bay roof projects 4.5 feet higher to the parapet. The flat roof construction for both areas is timber-framed, with a T&G cedar 2x6 diaphragm, 2 layers of 1/2" fiberboard and a torch-down asphalt fiberglass composite membrane. The roof design for both areas is flat / low-slope with a sheet metal topped parapet and 2 roof drain scuppers.

See Figures 1-3 and 1-4



Figure 1-3: Plan of the existing Station Building 1 in 2010. Dimensions corrected 2013

Approximate Interior Square Footages - Existing

Bay: 1,365 SF Board Room: 200 SF Dining: 160 SF Kitchen: 120 SF

Foyer: 70 SF

Bathroom: 70 SF

Storage: 80 SF

Total Area: 2,065 SF

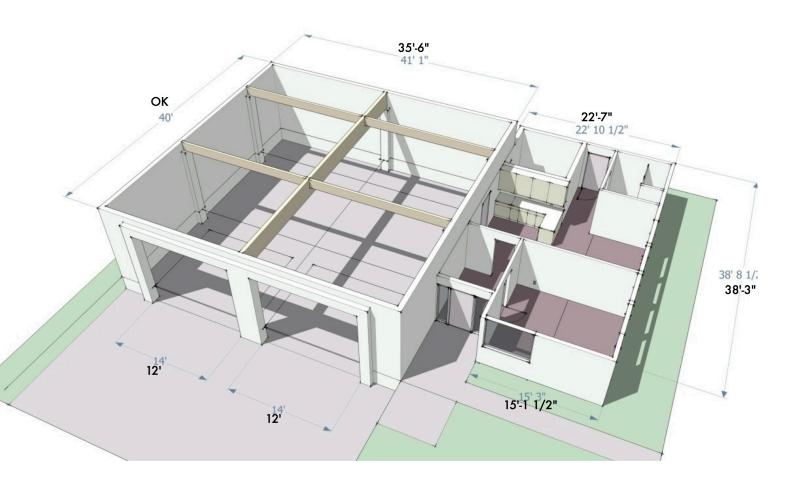


Figure 1-4: Axonometric rendering of the existing Station Building 1 in 2010

Dimensions corrected 2013

Users and Uses

In the summer of 2011, for the first time since annexation to West Linn, the Robinwood Neighborhood has its community center back, full-time. A slow ramp up of use was expected for the newly re-opened Robinwood Station, as the facility was quite rugged and the market for venues hosting community activities was established.

The community has adapted to the deficiency of space by utilizing spaces not suited to the events, meeting in parks, private homes, local churches, coffee shops, under school shelters and in restaurants or by traveling longer distances to appropriate facilities. The library, the fire stations, and a local grocery store provide small, limited meeting spaces.

The complex geography of West Linn imposes unique challenges. Linear proximity to other similar public facilities does not in this case translate into convenient adjacency when a major river, a 700ft elevation difference, limited direct routes, and lack of public transportation separate the locales. Sunset Fire Hall, the West Linn Adult Community Center and the Gladstone Community Club appear to be within two miles of the Robinwood area, however, getting to these locales is prohibitively difficult without a private vehicle. See Attachment 1, Appendix 2, Exhibit D.

Steady buildup of users grew during the first year. The Robinwood Neighborhood Association moved in. A weekly Hula Hoop fitness class sprung up. Two extracurricular Lego Robotics classes began to meet after school. Cedaroak Park grade school is only one block away and many youth activities began to migrate for lower rates and less user restrictions. Boy Scout and Girl Scout groups use the Station for meetings. Public and private groups began renting the space for fundraisers and for weekend parties.

In 2012, Station use more than doubled. Weekly hula hoops continued. A biweekly yoga class was established. The Society of American Magicians held their regular meetings, taught Society of Young Magicians classes and put on a benefit show. Two vocational nurse training seminars were held.

The Oregon Museum of Science and Industry (OMSI) hosted two Summer Camps for grade school children. Scouts and Robotics continue to use the Station. Parties, garage sales and various private uses increased as did public meetings. A little league baseball team discovered use of the Bay for practice on rainy day. The Bobbin' Robin Club live music series began. See Attachment 1, Appendix 1, Exhibit A.

The Bobbin' Robin Club A Family Friendly Live Music Series at Robinwood Station



Joe McMurrian
Americana and Blues

Ed Neumann Keyboard R&B

The Oregon Renaissance Trombones
Classical to Dixieland





Robinwood Station Concept Plan

The Robinwood Garden deserves special focus. Started in early 2012 with donated supplies and labor, the Garden grew with the help of a Clackamas County Healthy Eating, Active Living Grant. The \$7,660 stipend was used to construct 22 raised beds, including 2 that are wheel-chair accessible. New exterior plumbing was installed for irrigation.

The Garden was designed under the guidance of a local garden specialist and built with the help of numerous community volunteers, including students from the Lewis and Clark College and West Linn High School. Members pay a fee of \$20 per family to participate. The Garden has held eight classes, three events and hosted seed exchanges and sales of vegetable starts.

Produce is distributed among member families during work party harvest events, with the remainder donated to the West Linn Food Pantry for distribution. In 2012, the Garden grew nearly 1000 lbs. of produce. 100 lbs. were donated to the local food pantry and 900 lbs. distributed among volunteers. The Garden had 68 members in 2012, and 77 additional people attended classes and events. The Garden provides inspiration for many home gardens and a local photographer uses it for her artwork. See Appendix 5.

For 2013, the Garden received a new Clackamas County HEAL grant for \$7800 and completed installation of a 100sf greenhouse, to enable starting new crops from seed and selling vegetable starts as a fundraiser. The grant also funds an educational and functional worm bin, a harvest table, and a deer fence. Production is expected to increase for members and theWest Linn Food Pantry. More classes, workshops and community events are planned this year for adults and children. Currently, 15 registered garden members represent 51 family members.

Market Analysis and Comparative Fee Structures

See Attachment 1, Page 11

At present, Robinwood Station operates at the lowest threshold of comparative community center rental rates. While this is to be expected for an emerging facility competing for market share in a recessed economy, improvements to the building's appearance and functional remediations could yield immediate positive results in the form of increased use and higher rental rates and income.

The Bay does provide the community with a very unique resource, not duplicated in any other public use facility: the open, high ceiling, concrete floored space with roll-up doors offers a rugged utility while still being capable of being enclosed and climate controlled.

The portable stage, stage lighting, HD projector with 12' screen and sound system also offer the community a unique resource for multimedia performances and training events.

Objective observations regarding the condition of the facility are offered here relative to other similar facilities and in order to tender constructive recommendations for systematic improvements.

Both roof areas are not insulated and the wood structure has settled below the elevation of the drain scuppers, resulting in seasonal water ponding and numerous water leaks throughout the building.

The main entry is particularly uninviting. The original in-swinging door and sidelight assembly was reversed to comply with fire requirements for an out-swinging panic door. The floor to ceiling, non-tempered glass sidelights were replaced with opaque construction grade plywood.

The existing Commons Board room is a converted office space which is too small for many community meeting activities, inhibiting discrete uses during peak demand periods. The lighting throughout the Commons is original or haphazardly replaced and levels are not sufficient.

The Kitchen area lacks an oven and dishwasher. The cooktop exhaust fan does not vent externally. The Kitchen does not have enough storage or counter area to prep and serve large rental events.

With only one restroom, accessed through the dining area, the facility does not readily functionally accommodate simultaneous discrete events. The restroom has suffered from the leaking roof, with a peeling ceiling and old worn surfaces and hardware. An additional restroom in the Bay would render that space ADA accessible and allow the Station to accommodate two events at once, thereby doubling Rental Equivalent Units (REU's)

Despite extensive painting and renovations by the volunteers. the building and its spaces reflect a rustic mid-century utilitarian charm. The original exterior colors were retained to maintain harmony with existing conditions, versus challenging the neighbors with a more vibrant palette associated with newer community centers.

Most interior furnishings were donated or purchased second-hand and are worn. The temporary carpeting is used.

Progressive improvements in any or all of these areas will undoubtedly correspond to increasing revenues. It should be acknowledged that work to date has been performed by volunteers who have done a remarkable job of renovation and repair with relatively scant resources.

Projects completed to date by FORS volunteers

Required to open under temporary use:

Reversed entry doors for out-swing and installed panic hardware.

Removed non-tempered glass sidelights.

Restroom door widened and ADA grab rails installed.

Man-doors installed in bay area.

Removed narrow interior doors and widen doorways.

Safety hand rails extended and repainted.

Paved path to back (south) door. (Boy Scout Eagle Project)

Installed handicapped parking sign and striping.

Other building repairs and upgrades:

Functional restroom repairs: new toilet and plumbing.

New exterior siding installed on the Commons.

New vinyl windows installed on the Commons.

The exterior and interior completely painted.

Installed new interior door and window trim.

Re-carpeted Commons areas.

New downspouts and drains.

New Bay frontage with glazed front roll-up doors and windows.

New exterior parking and pedestrian safety lights.

Projector, screen and sound system.

Bay acoustic dampening mats.

New Bay interior fluorescent lights (Fixtures donated by Lions)

New Bay 95% efficiency gas furnace.

Modular stage system.

Medium and low voltage repairs.

Landscaping.and Garden:

Edible landscaping in sunny areas including fruit trees, shrubs, and canes, Herb spiral and perennial flowers.

Native planting in shady areas

Terracing of slope to create raised bed growing areas.

Weeds controlled with sheet mulching

Greenhouse and Garden shed installed

Compost systems installed

Rain garden for low, boggy area.

Rain barrel collection from Station roof for irrigation.

Retaining wall at base of rocky slope to control erosion into parking lot



Planting Fruit Trees

Tending the Greens

Program Recommendations to Improve Comfort and Performance

Phase One

Enhance amenities to increase functionality and rental revenues

A list of building and furnishing improvements within current footprint, requiring only building permits. Projects on this list can largely be constructed by volunteers and donated labor with city assistance for permits and construction materials. See Figure 2-1

- Commons restroom ADA compliant remodel with new interior walls, ceiling, tile floors, fixtures, finishes and hardware.
- 2. Add a second ADA restroom in Bay closet area allowing separate uses and eliminating need for an ADA expensive access ramp or lift.
- 3. Modify Commons floor plan to improve circulation, to enlarge meeting space and to enlarge kitchen space for a dishwasher, oven, counter preparation area and increased storage.
- 4. Replace both Commons entry doors with modern glazed units.
- Integrate new energy efficient kitchen appliances.
 Upgrade to an on-demand tankless water heating system.
 (Tankless is more efficient for sporadic, low volume hot water use.)
- 6. Add telephone / internet service with entry control and alarm.
- 7. Upgrade the heating and ventilation system for 4 season comfort.
- 8. Upgrade the current donated, used furnishings.

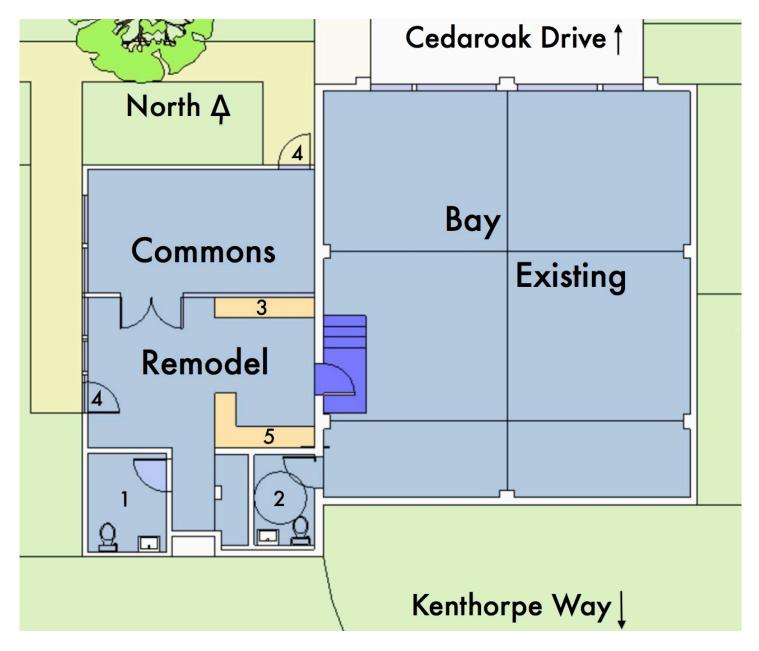


Figure 2-1: Concept Phase 1 Building 1 remodel floor plan showing:

- 1. Commons restroom remodel for functionality and appearance.
- 2. Add second ADA restroom in existing Bay storage closet area. Mechanical closet and storage opens to Commons area
- 3. Modify Commons floor plan to improve functionality.
- 4. Replace both Commons entry doors.
- 5. Upgrade to energy efficient kitchen appliances and water heater.

Phase Two

Priority repairs to Building 1 for integrity, safety and code compliance

This project will require considerable outlay for architectural and engineering services prior the construction.

- 1. Master plan Robinwood Station site and structure build-out options.
- 2. Replace Building 1 roofs and insulate to code. Coordinate these upgrades with structural and seismic reinforcing, providing specified sheathing and seismic ties where required. Examine options for the total life costs of replacing the existing flat /low slope roof with an architecturally compatible sloped roof system, incorporating solar photovoltaic energy installation and rainwater runoff collection. See Figure 2-2
- 3. Bay CMU wall seismic structural retrofit and insulation.
 Bay interior wall treatment and create enclosed storage.



Figure 2-2: Sloped Roof Elevation

Phase Three

Facility footprint expansion options requiring CUP and funding source

Expansion Option A: This is the most cost effective expansion of the facility to serve multiple larger group activities, as warranted by community demand. Additional finished community space could be readily added to the east side of the Bay structure, increasing potential for structural seismic enhancement.

This plan is designed to build with the least disturbance to ongoing operations, existing grades, circulation and parking areas. The site plan reserves existing sunny areas for the Garden and all significant trees. Additional accessible parking spaces are created east of the existing Cedaroak driveway. See Figure 2-3

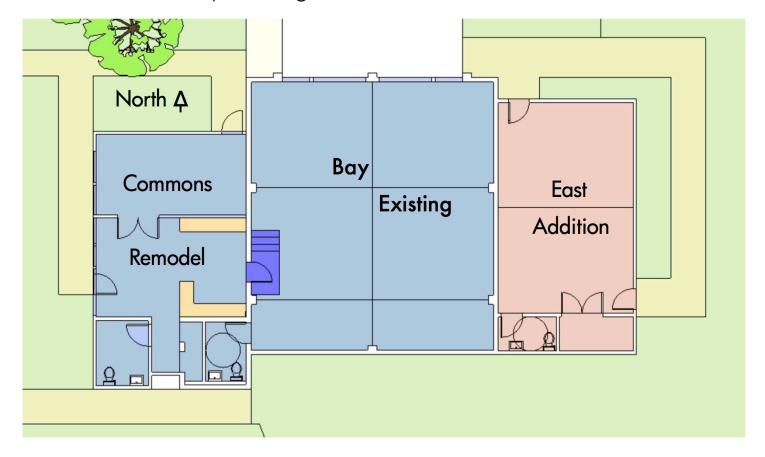


Figure 2-3: Concept Phase 3 Option A - Eastward space expansion

Expansion Option B: Creation of additional community space by expanding to the west, adding onto or over the footprint of the existing Commons area, into the paved parking lot area. Maintains close accessible parking and results in a net loss of only 2 parking spaces.

Creates spaces for 3 discrete simultaneous events with separate ingress/egress within one building, with integrated utilities and mechanical systems. Moves Kitchen workspace and clears the circulation path from the Bay to the Commons. Maintains the current driveway connection from Cedaroak to Kenthorpe at the western edge of the property. See Figure 2-4



Figure 2-4: Concept Phase 3 Option B - Westward space expansion

The opportunity to enhance all season usability by connecting the various entries and rooms of Building 1 with awnings, extended eaves or covered walkways has not been indicated on these concept plans.

Phase 4 Building 2, The Water District Building, 3 Options

4A: While 1340sf Building 2 is not structurally suitable to be 'opened up' into a single large meeting space, it could be preserved and re-purposed as an auxiliary building for the Garden, as a shared workshop, as a tool lending library or for emergency preparedness. An open, protective canopy structure could be added over the garage doors on the west side. Building B is served by utilities and has a restroom. See Figure 2-5

4B: If the site Master Plan determines that ultimate facility expansion may be served by separate structures, a new community building could be constructed over the current Building B footprint as an alternative to 3B.

4C: Building 2 could be demolished and the footprint converted to additional garden space or to additional parking required by Building 1 expansion. See Figure 2-6



Figure 2-5: Building 2, The existing Water District Building
Robinwood Station Concept Plan

A collaborative Master Plan for build-out of the Robinwood Station site will require a effort that engages and respects the community and users.

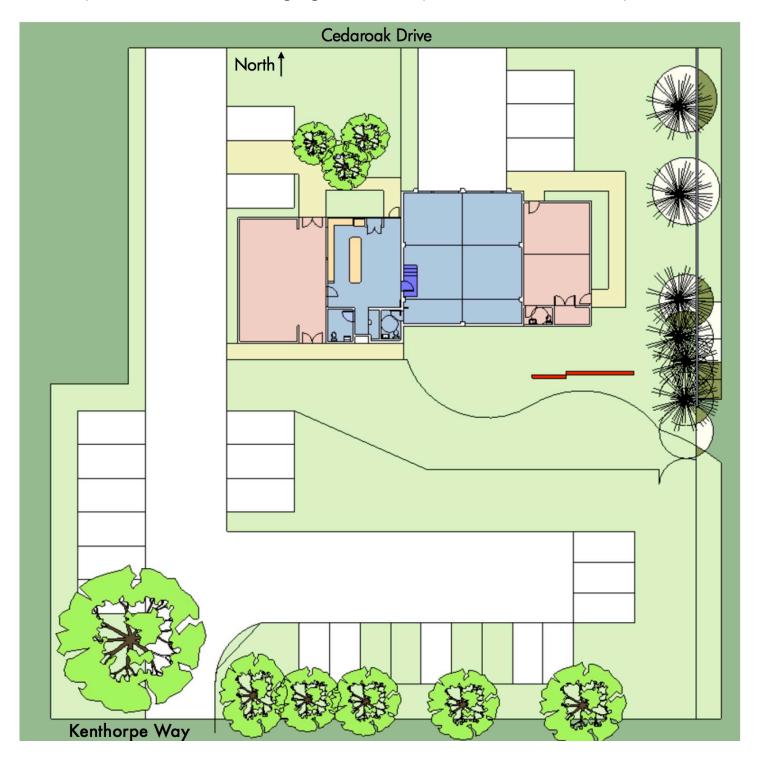


Figure 2-6: Concept for Robinwood Station site showing buildout of 3A, 3B and 4C with the Building 2 footprint used for garden and parking.

Conclusion

Based on the community discussions, surveys, and research, there is clearly a strong preference for sustaining operation of the Robinwood Station Community Center, to serve local needs within the greater West Linn area.

There is a community need for the facility and for a volunteer organization dedicated to the successful operation an improvement of this city asset.

Throughout the process of analyzing the operations of the Station, it is demonstrated that it is critical for the facility to serve the broadest range of needs, especially those not supported by other public and private facilities. Moreover, the research emphasizes that the greatest potential for success in ensured by an open and inclusive operating organization.

Developing the model Pro Forma confirms these recommendations, requiring the city, donors, and volunteers to make the facility sustainable.

Based on the very general parameters discussed here and assumptions about a nonprofit organization's involvement, it is reasonable to presume that Friends of Robinwood Station can build and maintain sufficient community support to sustain the Robinwood Station Community Center.

Recognizing the existing planning approval allows limited city and volunteer resources to be directed toward sustaining and upgrading the facility.

There is strong community support for the existing facility as the site for West Linn's newest Community Center. Combined with the existing organization and community demographics, Robinwood Station will continue to be highly appreciated, and very well used.