

**CITY OF WEST LINN
PLANNING COMMISSION PUBLIC HEARING
DATE: MARCH 4, 2009**

FILE NO.: DR-09-01/MIS-09-01

REQUEST: CONVERSION OF NON-CONFORMING STRUCTURE,
WHICH IS A HISTORIC LANDMARK HOME, TO OFFICE
AT 4835 WILLAMETTE FALLS DRIVE, REQUIRING
CLASS I DESIGN REVIEW AND PERMIT TO
ENLARGE/ALTER A NON-CONFORMING STRUCTURE

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**City of West Linn
PLANNING & DEVELOPMENT
STAFF REPORT**

TO: West Linn Planning Commission (for March 4, 2009 meeting)
FROM: West Linn Planning Staff (Tom Soppe, Associate Planner)
DATE: Report completed February 18, 2009
FILE NO: DR-09-01/MIS-09-01
SUBJECT: Conversion of non-conforming house which is a historic landmark at 4835 Willamette Falls Drive from residential to commercial

Planning Director's Initials ew City Engineer's Initials KQL

SPECIFIC DATA

OWNER: Lloyd & Laurie Mohling, 4835 Willamette Falls Dr., West Linn, OR 97068

APPLICANT: 2Hemispheres Inc., 385 Snead Dr. N., Keizer, OR 97303

SITE LOCATION: 4835 Willamette Falls Drive

SITE SIZE: 0.33 acres

LEGAL

DESCRIPTION: 2 2E 31BA, Tax Lot 1100

COMP PLAN

DESIGNATION: Commercial

ZONING: GC (General Commercial)

APPROVAL

CRITERIA: CDC Chapter 55, Design Review; Chapter 66, Non-conforming Structures

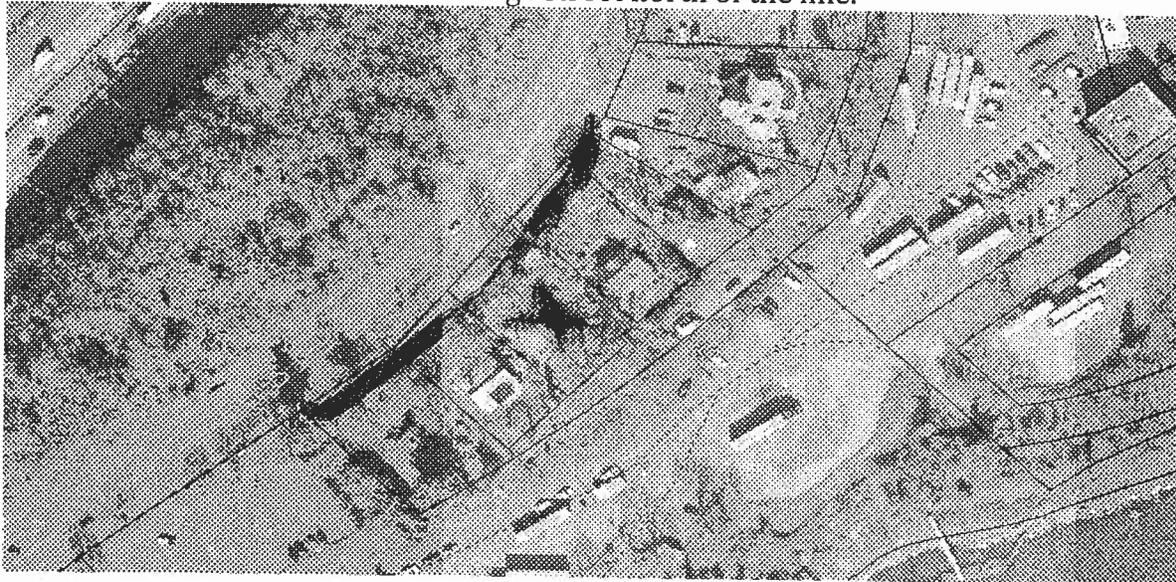
120-DAY RULE: The application was completed on January 29, 2009. Therefore, the City must exhaust all local review by May 30, 2009 per the 120-day rule.

PUBLIC NOTICE: Mailed public notice to property owners within 500 feet on February 10, 2009. The property was posted with a sign on February 11, 2009. The notice was also posted on the city's website. At least 10 days prior to the hearing, notice was published in the West Linn Tidings. Therefore, public notice requirements of Chapter 99 of the Community Development Code have been satisfied. In addition, the applicant has participated in a neighborhood meeting per CDC Section 99.038.

EXECUTIVE SUMMARY

The applicant proposes to convert a detached single-family house into an office for the applicant's consulting business, via interior changes (not relevant to this application), adding parking, adding pedestrian ramps, and removing an existing freestanding garage. The house is designated as a Historic Landmark by CDC Chapter 26. No changes are proposed to the exterior of the house.

Class I Design Review is required as this application has little to no off-site impact and mainly involves changes in parking and handicap access. The property is one of several in a row (along the south side of this segment of Willamette Falls Drive) that contain older single-family homes wedged between Willamette Falls Drive/I-205 to the north and the West Linn Paper Mill property to the south. All of these properties are zoned GC but most are still used as single-family homes. The front facades of these homes face the undeveloped Pickens Street right of way (ROW) to the south but take access from a gravel frontage road along Willamette Falls Drive which connects with Willamette Falls Drive at both ends. These properties, including the site, have street addresses on Willamette Falls Drive. There is a shared access easement from the site west to the intersection of the frontage road with Willamette Falls Drive, making it a proper shared driveway in terms of legal access, but still below CDC standards for a shared driveway, as explained below. There is no access to Willamette Falls Drive along the frontage road/shared driveway east of the site except for the road's eastern terminus at Willamette Falls Drive. Below is an aerial photo with a highlighted line along the frontage road and an x on the project site. Willamette Falls Drive is the large street north of the line.



The frontage road/shared driveway is approximately 11 feet wide, and more than 4 properties use this frontage road as their only access. Chapter 48 access limits shared driveways to 4 houses (48.030[D]), requires a 14-20 foot wide driveway for shared driveways (48.030[B][2]), and requires a minimum 15 foot driveway for non-residential uses (48.040[A][2]) for one way traffic and 24 feet for two-way traffic. The driveway connects at both ends to Willamette Falls Drive, but since there is only an access easement between the site and one of these ends, this section of the driveway must be considered a two way access, so the driveway is 13 feet too narrow per code. 55.100(K) says "*An accessible route (for people with disabilities at a commercial site) shall connect to the public right-of-way to at least one on-site or adjacent transit stop (if the area is served by transit)*". This area is served by transit along Willamette Falls Drive, but due to the placement of the driveway across other properties and the steep narrow area between the shared driveway/frontage road and the street, it would be impractical to implement such an accessible route. The lack of proper access, in the above ways, makes this an existing non-conforming access.

This application does not expand the structure itself in terms of square footage but alters the use on site and improves the parking area, adds ramps for pedestrian access between the parking area and structure, and improves the structure on the inside in order to convert it from residential to commercial use. All of these improvements trigger the need for the permit to expand a non-conforming structure. The conversion from residential to commercial use, along with the exterior improvements to accommodate the commercial use, trigger the need for Class I Design Review.

The house on site is listed as a historic landmark in CDC Chapter 26's list of historic landmarks, 26.020(A). Most applications involving historic landmark properties are required to have a hearing in front of the Clackamas County Historic Review Board (CCHRB) instead of (or in some circumstances in addition to) a hearing in front of Planning Commission. CDC section 26.040(A) designates the CCHRB as the hearing body for alterations to actual historic landmarks. Section 26.060(B) further states that the Planning Director may approve minor alterations; everything on the list of what should the CDC considers minor alterations in 26.060(B) involves exterior changes to the building itself. This application proposes changes to the exterior of the site only, not the exterior of the building. Since not even minor exterior alterations to the actual house are proposed, a CCHRB hearing is not appropriate per 26.040(A) and 26.060(B). Therefore the exterior changes to the site are a Class I Design Review application and would normally be a Planning Director decision, but Planning Commission must be the hearing body since this application involves the expansion of a non-conforming structure via parking and interior improvements. The existing detached newer garage will be removed to make room for the parking spaces, but the garage is not the historic landmark structure, only the house.

The site is within the Willamette River Greenway, the border of which is along I-205 in this section of the city. Because of the site's Metro habitat classification of "Allow Development", no Willamette River Greenway permit is required on this site according to CDC 28.040(T). While the site is close to the Willamette River, it is not in the FEMA 100-

year or 500-year floodplain and is not in the recorded area of the 1996 flood, so a Flood Management Area permit is not necessary.

Section 55.085(B) states, "The Planning Director may waive any requirements for the application subject to the provisions of Section 99.035(B) and (C)." 99.035(B) and (C) are as follows:

B. The Planning Director may waive a specific requirement for information or a requirement to address a certain approval standard subject to the provisions of (C) below provided:

1. The Planning Director finds that specific information is not necessary to properly evaluate the application; or,

2. The Planning Director finds that a specific approval standard is not applicable to the application. (ORD 1568)

C. Where a requirement is waived, the Planning Director shall cite in the staff report on the application, the specific requirements waived and the reasons for the waiver. The decision of the Planning Director to waive the requirement is subject to review and denial by the approval authority or the appeal authority. (ORD 1568)

The Planning Director has determined that several items required for a site plan for Class I Design Review were not required for this application. These include 55.120(A) surrounding property, 55.120(C) contour lines, 55.120(G) utilities on this site, 55.120(J) lighting, and 55.120(K) window and door locations. The director concludes that none of these are necessary for this development proposal.

PUBLIC COMMENTS

Chuck and Gail Boman, 4805 Willamette Falls Drive, February 17, 2009

We own and live in the house at 4805 Willamette Falls Drive and have lived there since 2002. My wife, Gail, and I want to express our support of the use changes that the Mohlings have proposed in the sale of their property. We have heard the explanation of the proposal and do not believe it will adversely effect us and our living conditions. We have had only one concern and understand it is being addressed through the application process. Our concern was the parking. As you are aware the drive way is not wide enough for parking plus two way traffic. We understand that their parking is being expanded to accommodate parking outside of the normal traffic flow. We have know the Mohlings for several years and believe they desire to sell their property but not at the expense of their neighbor's safety and well being. They have on several occasions come over and explained what was happening with this project. We have tried through the process to be good neighbors and accomodate as many of their requests as possible. We look forward to getting acquainted with the new neighbors who will be using this space for their business and associated activities.

I regret I will not be able to be at the hearing but for health reasons I am out of state and will not return until May. I hope this letter will be an indication of our feelings about having a business next door to our home.

RECOMMENDATION

Based upon the findings prepared by the applicant and supplemented by staff, staff recommends approval of the application. The following conditions of approval would be appropriate:

RECOMMENDED CONDITIONS OF APPROVAL

1. At least 2 bicycle parking spaces shall be provided in the building permit plans.
2. No changes in use that require an increase in daily trips in excess of 15 trips per day (one trip defined as one arrival plus one departure) shall be permitted under this approval unless the access drive is improved to meet all CDC requirements.

ADDENDUM

APPROVAL CRITERIA AND FINDINGS

DR-09-01/MIS-09-01

Staff recommends adoption of the findings for approval contained within the applicant's submittal, with the following exceptions and additions:

66.000 NON-CONFORMING STRUCTURES

66.080 ENLARGEMENT OR ALTERATION TO A NON-CONFORMING STRUCTURE: PROCESS AND APPROVAL STANDARDS

B. An enlargement or alteration to a non-conforming structure containing a conforming use may be permitted subject to the following:

1. If the enlargement, in and of itself, meets all provisions of this Code, the enlargement will be permitted. This exception does not preclude design review or other applicable provisions of this Code. (ORD. 1192)

2. If the enlargement, in and of itself, does not meet all provisions of the Code, review and approval by the Planning Director for single-family structures, and by the Planning Commission for non-single-family structures under the provisions of Section 99.060(B) is required subject to the following standards. (ORD. 1192)

a. The enlargement or alteration will not change the non-conformity; and

b. All other applicable ordinance provisions will be met.

FINDING NO. 1:

The site is only non-conforming in the ways related to access to the street and to transit, as explained in the Executive Summary above. One side of the site borders the undeveloped ROW of Pickens Street. The other side of the site, to the north, borders Willamette Falls Drive. Willamette Falls Drive is up a steep slope from this and surrounding properties. This and surrounding properties on the same side of Willamette Falls Drive all take access from a shared gravel frontage road across the north end of each of these parcels. There is no shared access easement for the frontage road. The parking for the business that is proposed for the site will need to access the frontage road, as does parking for the single-family residence on site currently. Pedestrians can already use the shared driveway as well, in lieu of the proper path to transit.

Also, the applicant's business is not expected to generate more trips per day than the site's current single-family home use, so it will not change the non-conformity of how many trips are generated by the site via the non-conforming access. If in the future another business locates here, it has the potential to change the non-conformity if it is a use that generates more vehicle trips. Therefore a condition of approval is needed to ensure the non-conformity is not worsened in this way. The Institute for Traffic Engineers' *Trip Generation Manual, 7th Edition, Volume 2* of 2003 demonstrates that the average detached single-family residence generates 10 trips. Home Occupations are also allowed in West Linn, and many single-family detached homes have these. Home Occupations are allowed 5 trips per day per Chapter 37, in addition to the traffic they generate per their residential use. Therefore a single-family detached home in West Linn can be reasonably assumed to produce up to 15 trips. For this reason, Condition of Approval 2 has been added to limit this and any future use to 15 trips. This will prevent worsening of the access-related non-conformity. Therefore the enlargement/alteration will not change the non-conformity. All other applicable ordinance provisions will be met. The criteria are met.

55.000 DESIGN REVIEW

55.090 APPROVAL STANDARDS - CLASS I DESIGN REVIEW

The Planning Director shall make a finding with respect to the following criteria when approving, approving with conditions, or denying a Class I design review application:

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

1. Section 55.100 B (1-4) "Relationship to the natural physical environment" shall apply except in those cases where the proposed development site is substantially developed and built out with no remaining natural physical features that would be impacted.

2. Section 55.100 B (5-6) "Architecture, et al" shall only apply in those cases that involve exterior architectural construction, remodeling, or changes.

3. Pursuant to Section 55.085, the Director may require additional information and responses to additional sections of the approval criteria of this section depending upon the type of application.

B. An application shall only be approved if adequate public facilities will be available to provide to the property at the time of occupancy.

C. The Planning Director shall determine the applicability of the approval criteria in 55.090(A).

FINDING NO. 2:

The site is substantially built out and this will only affect the parking area along the frontage road/shared driveway. No trees will be removed, and the City Arborist has determined that the plan as proposed will not harm significant trees. The architecture of the building will not change. Analysis regarding other sections of 55.100 are not needed except for those discussed in the findings below.

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

1. Chapter 33, Storm Water Quality and Detention. (ORD. 1463)

FINDING NO. 3:

Storm water treatment is provided for all new impervious surfaces to the satisfaction of the Engineering Department. The other chapters listed in 55.100(A) except for 46 and 48 below are not applicable, including Chapter 42 (Clear Vision Areas) as this is not at the intersection of a private driveway and public street. It takes access from an existing easement on the frontage road across multiple other properties.

7. Chapter 46, Off-Street Parking and Loading.

FINDING NO. 4:

46.090(C)(5) requires professional offices to have one parking space for every 350 square feet of gross area. The office will have slightly under 1,500 square feet in size, meaning 4 spaces total will be required. 6 spaces are provided. No loading berth is required for an office of this size. 46.150 requires 50% or more of required parking to be standard (rather than compact) size, which is 9 by 18 feet. All 5 non-disabled spaces provided are 9 by 18. 46.150(B) requires one space for people with disabilities for a parking lot with 1-25 required spaces. One such space is provided. 46.150(A)(18) requires that less than 50 percent of the frontage of the site shall be parking lot unless there is a landscape strip of over 15 feet wide between the parking lot and the street. The strip of ground between the frontage road and the street is at least 15 feet wide at any point across the front of this tax lot, so this criterion is also met. The table in 46.150(D) requires two bicycle parking spaces for an office this size. Condition of approval 1 ensures these will be provided by the applicant. The criterion is met upon the fulfillment of Condition of Approval 1.

8. Chapter 48, Access.

FINDING NO. 5:

As explained above in the executive summary, the site as existing does not conform to Chapter 48. 48.040 requires driveways to have a minimum of 24 feet in width when accommodating two way traffic and 15 feet in width when accommodating one way traffic. The shared driveway/frontage road is only 11 feet wide and cannot be widened due to the physical constraints of this and other properties it serves. The easement provides a turnaround for vehicles so they can leave the legal way they arrived, but a larger turnaround for fire is not possible to provide. As discussed in Finding No. 1, this is a non-conforming situation. However, the application is acceptable in that it does not change the non-conformity for the worse, and is guaranteed to not change the expected number of trips for the worse upon the fulfillment of Condition of Approval 2.

C. Compatibility between adjoining uses, buffering, and screening.

1. In addition to the compatibility requirements contained in Chapter 24, buffering shall be provided between different types of land uses; for example, buffering between single-family homes and apartment blocks. However, no buffering is required between single-

family homes and duplexes or single-family attached units. The following factors shall be considered in determining the adequacy of the type and extent of the buffer:

- a. The purpose of the buffer, for example to decrease noise levels, absorb air pollution, filter dust, or to provide a visual barrier.*
- b. The size of the buffer required to achieve the purpose in terms of width and height.*
- c. The direction(s) from which buffering is needed.*
- d. The required density of the buffering.*
- e. Whether the viewer is stationary or mobile.*

2. On-site screening from view from adjoining properties of such things as service areas, storage areas, and parking lots shall be provided and the following factors will be considered in determining the adequacy of the type and extent of the screening:

- a. What needs to be screened?*
- b. The direction from which it is needed.*
- c. How dense the screen needs to be.*
- d. Whether the viewer is stationary or mobile.*
- e. Whether the screening needs to be year around.*

3. Roof top air cooling and heating systems and other mechanical equipment shall be screened from view from adjoining properties.

FINDING NO. 6:

The current landscaping will be maintained to help buffering. The only major changes to the site will be in the parking area, which is adjacent to other parking/garage areas of nearby homes, not to the homes themselves. The parking area will be along the shared driveway/frontage road, limiting the amount of the site affected by the changes in access for the commercial use. The architecture of the building on site will not change. No utilities will be added to the roof as part of the commercial conversion. The criterion is met.

K. Provisions for persons with disabilities.

1. The needs of a person with a disability shall be provided for. Accessible routes shall be provided between all buildings and accessible site facilities. The accessible route shall be the most practical direct route between accessible building entries, accessible site facilities, and the accessible entry to the site. An accessible route shall connect to the public right-of-way to at least one on-site or adjacent transit stop (if the area is served by transit). All facilities shall conform to, or exceed, the Americans with Disabilities Act (ADA) standards, including those included in the Uniform Building Code.

FINDING NO. 7:

As explained above in the Executive Summary, the accessible route to transit cannot be provided at this site due to the steep slope between the long shared driveway/frontage road and the street, and the gravel construction of the driveway across other properties. The building code allows a waiver for exterior ADA access (Chapter 104) for historic landmarks that would have their historic architectural integrity compromised by such access. The criterion is therefore met and the non-conforming aspects of the site are not worsened.

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EXHIBITS

PC-1	COMMENT FROM CHUCK AND GAIL BOMAN.....	11
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Soppe, Tom

From: ~~████████████████████~~
Sent: Monday, February 16, 2009 7:24 PM
To: Soppe, Tom
Subject: FILE NO.Dr-09-01, MIS-09-01

Dear Tom

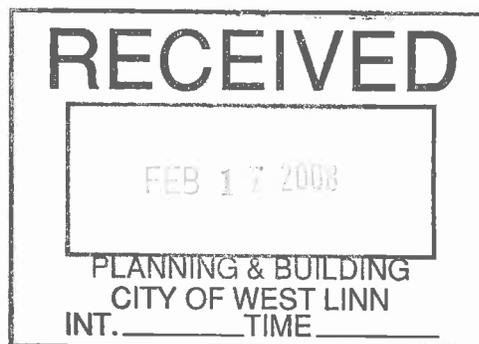
We own and live in the house at 4805 Willamette Falls Drive and have lived there since 2002. My wife, Gail, and I want to express our support of the use changes that the Mohlings have proposed in the sale of their property. We have heard the explanation of the proposal and do not believe it will adversely effect us and our living conditions. We have had only one concern and understand it is being addressed through the application process. Our concern was the parking. As you are aware the drive way is not wide enough for parking plus two way traffic. We understand that their parking is being expanded to accommodate parking outside of the normal traffic flow. We have know the Mohlings for several years and believe they desire to sell their property but not at the expense of their neighbor's safety and well being. They have on several occasions come over and explained what was happening with this project. We have tried through the process to be good neighbors and accomidate as many of their requests as possible. We look forward to getting acquainted with the new neighbors who will be using this space for their business and associated activities.

I regret I will not be able to be at the hearing but for health reasons I am out of state and will not return until May. I hope this letter will be an indication of our feelings about having a business next door to our home.

With respect,

Chuck and Gail Boman

A Good Credit Score is 700 or Above. See yours in just 2 easy steps!



AFFIDAVIT OF NOTICE

We, the undersigned do hereby certify that, in the interest of the party (parties) initiating a proposed land use, the following took place on the dates indicated below:

GENERAL

File No. DR-09-01 Applicant's Name 2 - Hemispheres Inc
Development Name Non-Conforming Use + Design Review
Scheduled Meeting/Decision Date 3/4/09

NOTICE: Notices were sent at least 20 days prior to the scheduled hearing, meeting, or decision date per Section 99.080 of the Community Development Code. (check one below)

Type A X

- A. The applicant (date) 2-10-09 (signed) CB
B. Affected property owners (date) 2-10-09 (signed) CB
C. School District/Board (date) (signed)
D. Other affected gov't agencies (date) 2-10-09 (signed) CB
E. Affected neighborhood assns. (date) 2-10-09 (signed) CB
F. All parties to an appeal or review (date) (signed)

At least 10 days prior to the scheduled hearing or meeting, notice was published/posted:
Tidings (published date) 2-19-09 (signed)
City's website (posted date) 2-10-09 (signed)

Type B

- A. The applicant (date) (signed)
B. Affected property owners (date) (signed)
C. School District/Board (date) (signed)
D. Other affected gov't agencies (date) (signed)
E. Affected neighborhood assns. (date) (signed)

Notice was posted on the City's website at least 10 days prior to the scheduled hearing or meeting.
Date: (signed)

Type C

- A. The applicant (date) (signed)
B. Affected property owners (date) (signed)
C. Affected neighborhood associations (date) (signed)

Notice was posted on the City's website at least 10 days prior to the scheduled hearing or meeting.
Date: (signed)

SIGN

At least 10 days prior to the scheduled hearing, meeting or decision date, a sign was posted on the property per Section 99.080 of the Community Development Code.
(date) 2-11-09 (signed)

STAFF REPORT mailed to applicant, City Council/Planning Commission and any other applicable parties 10 days prior to the scheduled hearing.
(date) (signed)

FINAL DECISION notice mailed to applicant, all other parties with standing, and, if zone change, the County surveyor's office.
(date) (signed)

**CITY OF WEST LINN
PLANNING COMMISSION
PUBLIC HEARING NOTICE
FILE NO. DR-09-01, MIS-09-01**

The West Linn Planning Commission is scheduled to hold a public hearing, on Wednesday March 4, 2009, **starting at 7:00 p.m.** in the Council Chambers of City Hall (located at 22500 Salamo Road, West Linn, OR,) to consider the request of 2Hemispheres to convert a non-conforming structure from residential to commercial use at 4835 Willamette Falls Drive. The structure on site is a Historic Landmark, but the Planning Commission will hear the matter rather than the Clackamas County Historic Review Board, because no exterior changes are proposed for the structure itself. The changes in parking require a Class I Design Review permit. The expansion of parking for a property without proper access requires a permit to enlarge/alter a non-conforming structure. Design Review criteria are found in Chapter 55 of the Community Development Code (CDC), and criteria for enlarging/altering a non-conforming structure are found in Chapter 66 of the CDC. Approval or disapproval of the request by the Planning Commission will be based upon these criteria and these criteria only. At the hearing, it is important that comments relate specifically to the applicable criteria listed. A summary of the approval criteria is enclosed.

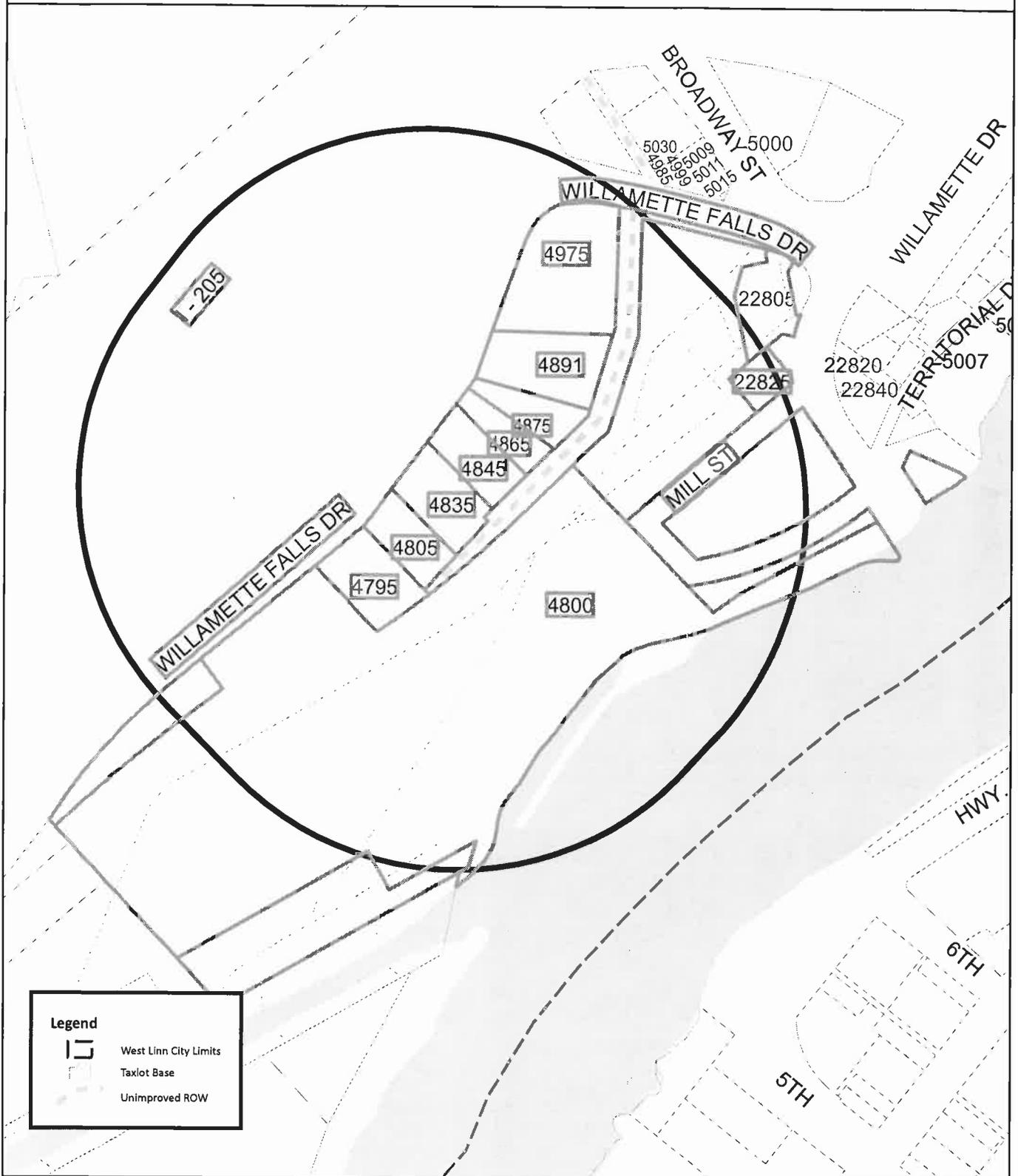
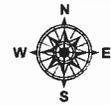
You have been notified of this proposal because County records indicate that you own property within 500 feet of the proposed site located at tax lot 1100 of Clackamas County Assessor's Map 2-2E-31BA and/or as required by Chapter 99 of the West Linn Community Development Code.

The complete application in the above noted file is available for inspection at no cost, or copies can be obtained for a minimal charge per page. At least ten days prior to the hearing, a copy of the staff report will be available for inspection. For further information, please contact Tom Soppe, Associate Planner, at City Hall, 22500 Salamo Road, West Linn, OR 97068, tsoppe@westlinnoregon.gov, or 503-742-8660.

The hearing will be conducted in accordance with the rules of Section 99.170 of the Community Development Code, adopted December 14, 1987, Ordinance 1129. Anyone wishing to present written testimony on this proposed action may do so in writing prior to, or at the public hearing. Oral testimony may be presented at the public hearing. At the public hearing, the Planning Commission will receive a staff report presentation from the City Planner; and invite both oral and written testimony. The Planning Commission may continue the public hearing to another meeting to obtain additional information, or close the public hearing and take action on the application. If a person submits evidence in support of the application, any party is entitled to request a continuance of the hearing. If there is no continuance granted at the hearing, any participant in the hearing may request that the record remain open for at least seven days after the hearing. Failure to raise an issue in person or by letter at some point prior to the close of the hearing, or failure to provide sufficient specificity to afford the decision maker an opportunity to respond to the issue, precludes an appeal to the Land Use Board of Appeals (LUBA) based on that issue.

TERESA ZAK
Planning Administrative Assistant

DR-09-01 4835 Willamette Falls Drive



Legend

- West Linn City Limits
- Taxlot Base
- Unimproved ROW

This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.

Taxlot Base Source: Metro RLIS

NOT TO SCALE



SNAPNOTIFY.MXD / APP 1-7-09

User Name: T Zak
Map Creation Date: Feb 10, 2009

15

ABBOTT C JEFFREY
4891 WILLAMETTE FALLS DR
WEST LINN, OR 97068

BOMAN CHARLES D & GAIL
PO BOX 204
WEST LINN, OR 97068

CONOCOPHILLIPS
PO BOX 59365
SCHAUMBURG, IL 60159

DELANAN DEAN & MARCIA
985 SW LONG FARM RD
WEST LINN, OR 97068

GRAY DANIEL
4865 WILLAMETTE FALLS DR
WEST LINN, OR 97068

MACKESON DEAN E
25450 SWIFTSORE DR
WEST LINN, OR 97068

MCMATH NANCY MARIE
4845 WILLAMETTE FALLS DR
WEST LINN, OR 97068

MOHLING LLOYD W & LAURIE R
4835 WILLAMETTE FALLS DR
WEST LINN, OR 97068

WEST LINN PAPER PROP CO
4800 MILL ST
WEST LINN, OR 97068

WHITTEN DEBBY
5136 N 42ND ST
TACOMA, WA 98407

2 Hemispheres Inc.
385 Snead Drive N.
Keizer, OR 97303

Loyd & Laurie Mohling
4835 Willamette Falls Drive
West Linn, OR 97068

Heather Pomeroy
The Pomeroy Group/Windermere
21900 Willamette Drive # 202
West Linn, OR 97068

BOLTON + ALL

Tri-Met
Attn: Michael Kiser
710 NE Holladay
Portland, OR 97232



Memorandum

Date: February 2, 2009

To: City of West Linn
Planning Department
22500 Salamo Road
West Linn, Oregon 97068

From: Khoi Le, PE
Public Works – Engineering Division

Subject: Completeness Review

Project: 4835 Willamette Falls Drive – Change Use
Project Number: DR-09-01

Tom,

With the catch basin and rain garden showing on the site plan, the applicant has completed all the requirements from the Engineering Department.

Thanks,

Khoi



CITY OF
West Linn

MAILED
1/30/09

January 30, 2009

2Hemispheres Inc.
385 Snead Sr. N.
Keizer, OR 97303

SUBJECT: DR-09-01/MIS-09-01

To Whom It May Concern:

The Planning and Engineering departments find that the application for the Class I Design Review and for the permit to enlarge/alter a non-conforming structure application is complete as of your submittal on January 29, 2008. The City now has 120 days (until May 30, 2009) to exhaust all local review per state statute. The application has been scheduled for a Planning Commission hearing on March 4, 2009. The notice for this hearing will be sent by February 12.

Please contact me at 503-742-8660, or by email at tsoppe@ci.west-linn.or.us if you have any questions or comments, or if you wish to meet with planning and engineering staff regarding these issues.

Sincerely,

A handwritten signature in dark ink, appearing to read "Th Soppe". The signature is fluid and cursive.

Tom Soppe
Associate Planner

- c: Lloyd & Laurie Mohling, 4835 Willamette Falls Drive, West Linn, OR 97068
- c: Heather Pomeroy, The Pomeroy Group, Windermere, 21900 Willamette Drive, #202, West Linn, OR 97068

p:/devrvw/completeness check/incompl-DR-09-01

Pickens St.

Under V. ROW

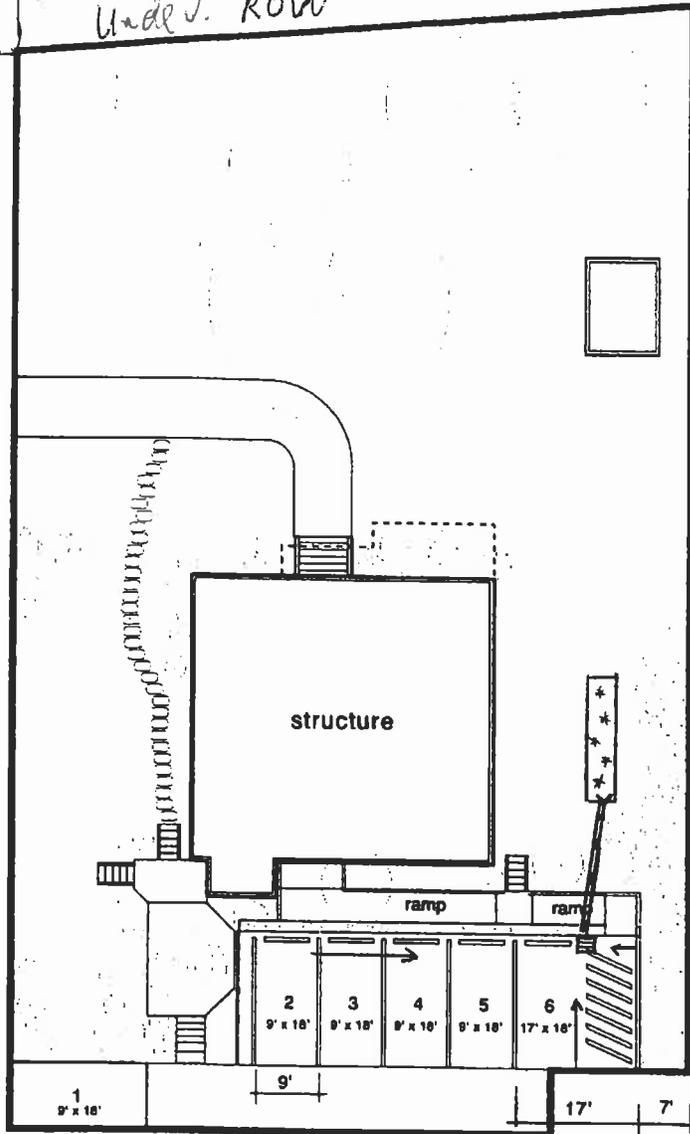
94'

150'

148'

18'

9'



75'

19'

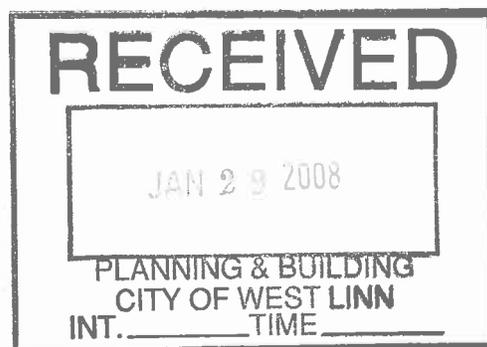
PICKENS DR. Shared Driveway

1" = 20'



SITE PLAN • 4835 SW Willamette Falls Drive
Storm Drainage system

Willamette Falls Dr.



-  - Rain Garden/Infiltration
6% impermeable surface Area
-  - Catch Basin @ Low Point
Grade Parkings to Drain
-  - PVC storm pipe
Daylight @ Rain Garden

HEMISPHERES

19

WEST LINN GIS



City of West Linn SnapMap, Geographic Information System, Date: 1/29/2009

Scale: 119 Feet

MAP DISCLAIMER:
This product is for informational purposes and may not have been prepared for, or be suitable for, legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.

WEST LINN GIS



Scale: 125 Feet

City of West Linn SnapMap, Geographic Information System, Date: 1/30/2009

MAP DISCLAIMER:
This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.



CITY OF
West Linn

January 20, 2009

2Hemispheres Inc.
385 Snead Sr. N.
Keizer, OR 97303

SUBJECT: DR-09-01

To Whom It May Concern:

You submitted this application on January 8, 2009. The Planning Department finds that the Class I Design Review application is complete but the Engineering Department finds it to be **incomplete**. You have 180 days (until July 7, 2009) to make this application complete. The Engineering Department's comments are provided below.

Please contact me at 503-742-8660, or by email at tsoppe@ci.west-linn.or.us if you have any questions or comments, or if you wish to meet with planning and engineering staff regarding these issues.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Tom Soppe', is written in a cursive style.

Tom Soppe
Associate Planner

c: Lloyd & Laurie Mohling, 4835 Willamette Falls Drive, West Linn, OR 97068

p:/devrvw/completeness check/incompl-DR-09-01

Memorandum

Date: January 30, 2009

To: City of West Linn
Planning Department
22500 Salamo Road
West Linn, Oregon 97068

From: Khoi Le, PE
Public Works – Engineering Division

Subject: Completeness Review

Project: 4835 Willamette Falls Drive – Change Use
Project Number: DR-09-01

Tom,

I reviewed the land uses application package for the 4835 Willamette Falls Drives and found it incomplete. Followings are incomplete items:

1. Provide existing conditions and topographic plan as well as location of all onsite and off site utilities such as water, sanitary sewer, and storm drainage, gas, power, overhead power, cable telephone, etc.
2. Provide dimension for existing driveway.
3. Show grading for the parking lot and ADA space and ramp.
4. Provide parking structure cross section (subgrade, base and surface material).
5. Provide storm drainage system to convey and treat the parking surface run-off.
6. Provide a traffic report.
7. Development shall be subject to Street, Storm, Sanitary Sewer and Water SDC.

**CITY OF WEST LINN
PLANNING AND
DEVELOPMENT**

EXHIBIT PC-6

APPLICANT'S SUBMITTAL

FILE NO.: DR-09-01/MIS-09-01

REQUEST: CONVERSION OF NON-CONFORMING
STRUCTURE, WHICH IS A HISTORIC LANDMARK
HOME, TO OFFICE AT 4835 WILLAMETTE FALLS
DRIVE, REQUIRING CLASS I DESIGN REVIEW AND
PERMIT TO ENLARGE/ALTER A NON-
CONFORMING STRUCTURE



2HEMISPHERES

INSPIRED RETAIL SCIENCE

Design Review Application Response

Overview

2Hemispheres is a small consulting firm servicing local and regional brands and retailers. The company is currently virtual in nature and the purchase of the Willamette Drive property is intended to provide a central working and meeting place for staff members, as needed.

Our goal is to maintain the integrity of the home and it's surrounding landscaping while conforming to the required commercial and ADA requirements for usage.

Attached you will find our suggested parking plan showing ADA access, along with the other required documentation.

Responses to criteria

- CDC Chapter 66.080 Non Conforming Structures:

Please refer to the attached parking plan we believe this plan to support the criteria as stated in section 66.080.

- CDC Chapter 55.090 Submittal requirements

Site plan is provided in attachment. Upon approval we will be in contact with the Shaun Rohret and our intentions are to find a water permeable surface vs. asphalt should the parking lot be approved.

- CDC Chapter 55.100 Compatibility and ADA provisions

It is our intention to retain as much of the current landscaping as possible to maintain an appropriate amount of buffering. Certainly we would be willing to address additional screening requirements should they be deemed necessary.

Per the attached plan we have identified an opportunity to create an ADA accessible entry and ramp from the parking lot. However, due to the historic significance of the building we would like to request a waiver for the exterior ADA access requirements to protect the architectural integrity of the structure. This waiver is provided for in Chapter 104 of the West Linn building code.

- CDC Chapter 46.150 Design Standards
- The attached parking plan was developed using the design standards in Chapter 46. There are a total of 6 spots that measure 9 x 18 and a Handicap spot measuring 17 x 18.

Other items to note

Existing landscaping:

It is our intention to maintain as much of the natural landscape as possible. We will take great care and diligence in directing the construction around valuable natural elements such as the oak tree that is on the North side of the property.



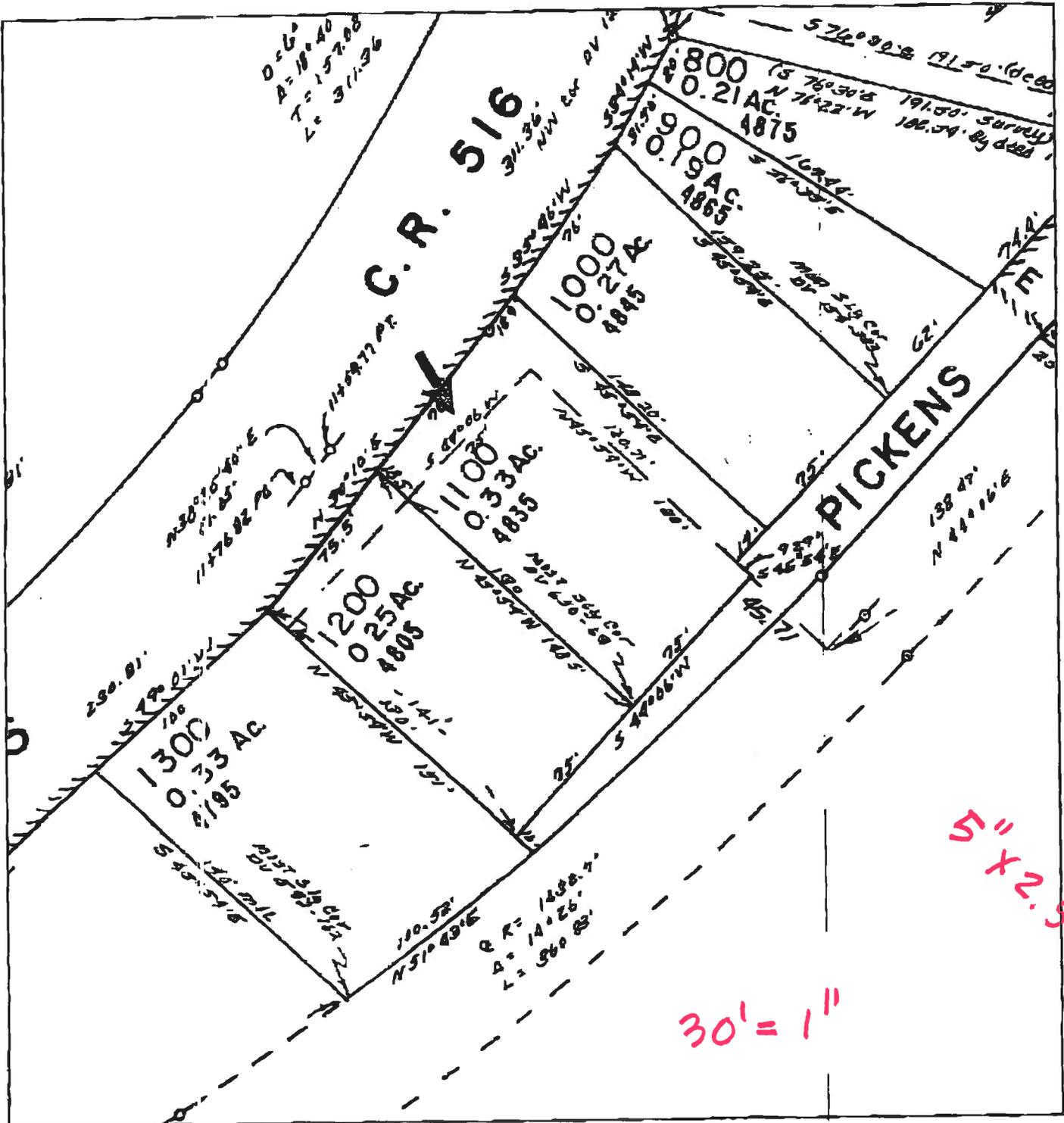


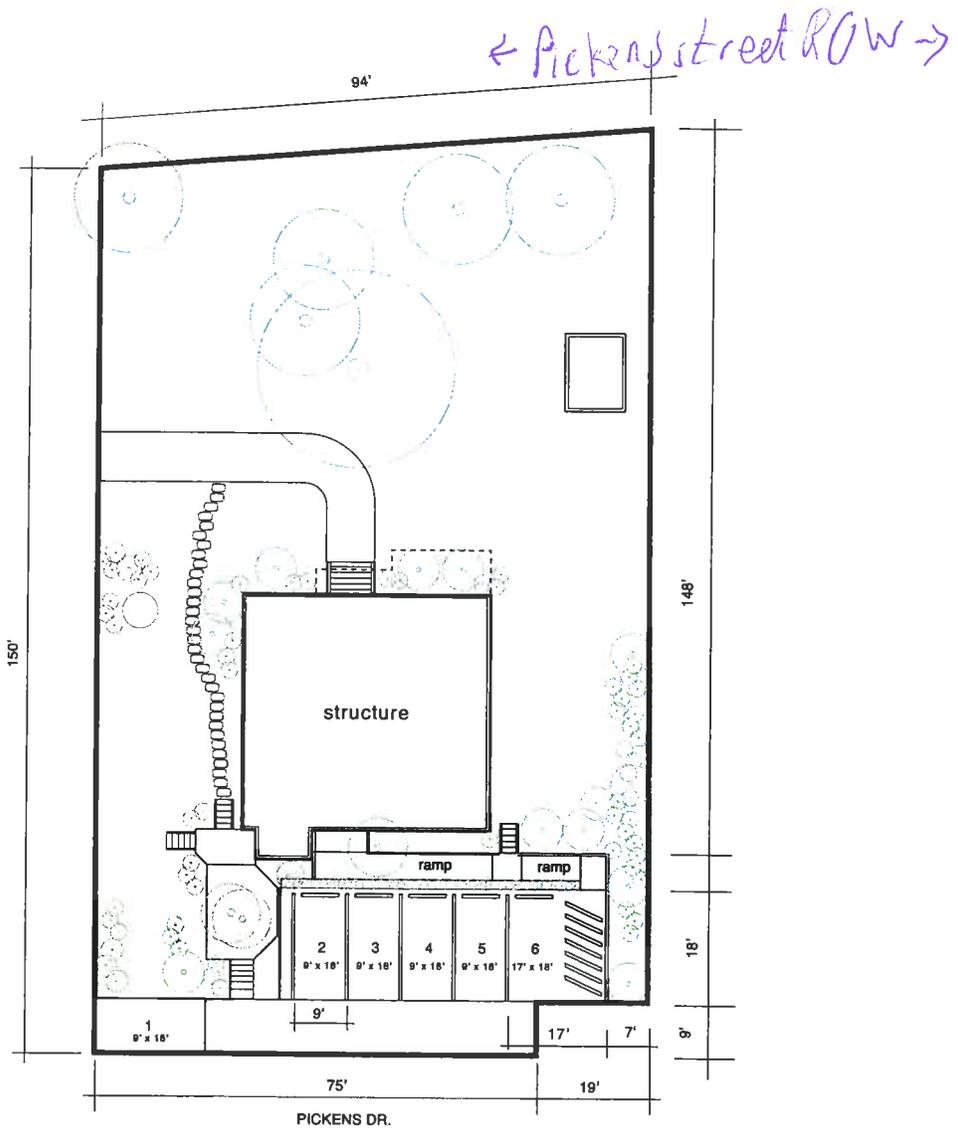
Fidelity National Title Company of Oregon

Map # 22E31BA01100



The drawing below is copied from the public records and is provided solely for the purpose of assisting in locating the premises. Fidelity National Title assumes no liability for variations, if any, in dimensions, area or location of the premises or the location of improvements ascertained by actual survey.



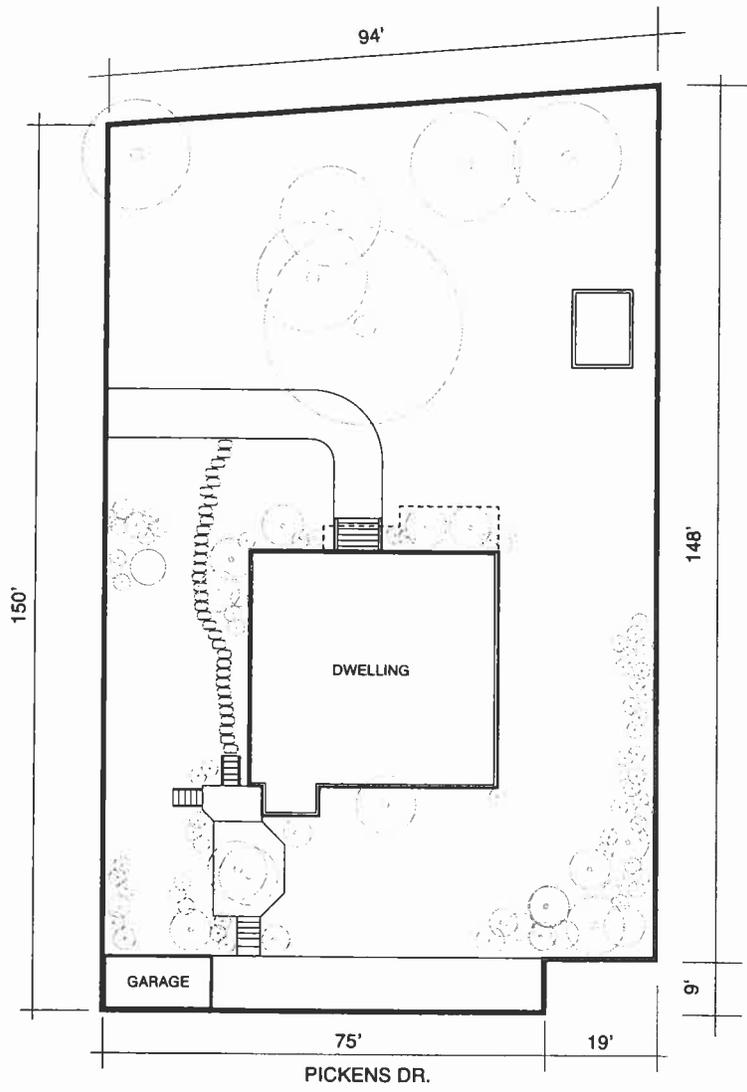


1" = 20'

SITE PLAN • 4835 SW Willamette Falls Drive

← W.F. Drive →





1" = 20'

SITE PLAN • 4835 SW Willamette Falls Drive



City of West Linn
PRE-APPLICATION CONFERENCE MEETING
November 6, 2008

SUBJECT: Non-Conforming Structure and Class I Design Review at 4835 Willamette Falls Drive.

ATTENDEES: Applicants: Mollie Plocher (2Hemispheres Inc.) Heather Gobert-Pomeroy (Windermere Realty); Staff: Peter Spir (Planning Department)

The following is a summary of the meeting discussion provided to you from staff meeting notes. Additional information may be provided to address any "follow-up" items identified during the meeting. These comments are PRELIMINARY in nature. Please contact the Planning Department with any questions regarding approval criteria, submittal requirements, or any other planning-related items. Please note disclaimer statement below.

Project Details

The house at 4835 Willamette Falls Drive is a historic landmark home and regulated by the provisions of Community Development Code (CDC) Chapter 26. That chapter establishes specific standards regarding any exterior remodels and additions to the house. Any remodel must be approved by the Clackamas County Historic Review Board (HRB). It is staff's understanding that no exterior changes to the house itself are proposed thus no HRB involvement is required. What is driving this permitting process is the fact that the applicants are proposing to introduce an office business into this house which until now has been used as a residence. An office is an allowable use since the property and adjoining properties are zoned General Commercial (GC).

Although the GC zone allows a broad spectrum of uses either outright or by conditional use, the real determinant as to what kind of use can fit into this site is parking and the requisite maneuvering space required by the CDC.

Professional offices require one space per 350 square feet.

Additionally, every parking lot must include one or more ADA accessible parking space (18'L X 17'W including aisle)

Parking spaces are 8X16 for compact and 9X18 for full size spaces.

Maneuvering space for backing out of the stall has to be 23 feet deep.

The applicants have stated that they intend to use slightly under 1500 square feet of the house as a professional office. They propose to provide the requisite parking in the front lawn area. The parking lot could provide enough room for 6-7 parking spaces. The maneuvering space of 23 feet deep is largely satisfied by the existing parking area.

Class I Design Review (CDC Ch 55) is required to ensure that the parking lot is designed per the standards of CDC Chapter 46: Parking.

Access to the house via the gravel driveway is another issue. According to West Linn staff attorney this constitutes a legal non conforming structure by virtue of inadequate access. Therefore the provisions of CDC Chapter 66 must apply. In the event that the non-conforming structure permit is granted, the driveway can remain 'as is'. No paving of the gravel driveway would be required especially given the expected low trip generation.

Staff notes that there is an oak tree of significance in the front yard. Fortunately it is located on the east side of the yard so that with careful construction methods, disturbance of the roots may be minimized and the tree.

It was also noted by the Building Official that up to 25% of the cost of improvements to the property and house (including a new parking lot) may be charged to increase ADA accessibility on the property and inside the house. All new construction must be to ADA standards and does not count to that 25% amount. Dave Davies, Building Official, can explain the details of these requirements. His phone number is 656-4211 or contact him at ddavies@westlinnoregon.gov .

The option of having a purchaser/owner live in the house and operate a home occupation is still viable. CDC Chapter 37 allows up to three non-resident employees. There would be no design review required for the parking area. Expansion of a non-conforming structure permit would still be required. However it would be a Planning Director's decision and no hearing with the Planning Commission would be needed.

Process

A neighborhood meeting is NOT required for your application pursuant to CDC Section 99.038.

Design Review for the parking lot would have to be applied for through the Planning Commission. There would also be an expansion of a non-conforming structure permit which would also go through the Planning Commission. These Planning Commission decisions will require a public hearing. If there are any modifications to the exterior of the house then a separate hearing and review by the Clackamas County Historic Review Board is required.

The first step is full and complete response to the submittal requirements and approval criteria of CDC Chapter 66 Non-Conforming Structures. The approval criterion is found in section 66.080(B)(2).

B. An enlargement or alteration to a non-conforming structure containing a conforming use may be permitted subject to the following:

2. *If the enlargement, in and of itself, does not meet all provisions of the Code, review and approval by the Planning Director for single-family structures, and by the Planning Commission for non-single-family structures under the provisions of Section 99.060(B) is required subject to the following standards.*

(ORD. 1192)

- a. *The enlargement or alteration will not change the non-conformity; and*
- b. *All other applicable ordinance provisions will be met.*

Full written responses are required. N/A is not acceptable. The submittal requirements for a Class I Design Review are found in CDC 55.090. A site plan will be needed showing the proposed parking lot. This must be to scale (e.g. 1:20). Need to provide storm water treatment assuming less than 5,000 sq ft of impermeable surface is created. Contact Shaun Rohret re: storm treatment at 656-4211 or at srohret@westlinnoregon.gov. You may also want to discuss water permeable surfaces as an alternative to asphalt. This could reduce the need for water treatment and increase amount of rain water getting to the oak tree roots.

Please respond to the following approval criteria: CDC 55.100(C)“Compatibility”and (K) ‘Provisions for Persons with Disabilities’.

C. **Compatibility between adjoining uses, buffering, and screening.**

1. *In addition to the compatibility requirements contained in Chapter 24, buffering shall be provided between different types of land uses; for example, buffering between single-family homes and apartment blocks. However, no buffering is required between single-family homes and duplexes or single-family attached units. The following factors shall be considered in determining the adequacy of the type and extent of the buffer:*
 - a. *The purpose of the buffer, for example to decrease noise levels, absorb air pollution, filter dust, or to provide a visual barrier.*

- b. *The size of the buffer required to achieve the purpose in terms of width and height.*
 - c. *The direction(s) from which buffering is needed.*
 - d. *The required density of the buffering.*
 - e. *Whether the viewer is stationary or mobile.*
2. *On-site screening from view from adjoining properties of such things as service areas, storage areas, and parking lots shall be provided and the following factors will be considered in determining the adequacy of the type and extent of the screening:*
 - a. *What needs to be screened?*
 - b. *The direction from which it is needed.*
 - c. *How dense the screen needs to be.*
 - d. *Whether the viewer is stationary or mobile.*
 - e. *Whether the screening needs to be year around.*
 3. *Roof top air cooling and heating systems and other mechanical equipment shall be screened from view from adjoining properties.*

K. Provisions for persons with disabilities.

1. *The needs of a person with a disability shall be provided for. Accessible routes shall be provided between all buildings and accessible site facilities. The accessible route shall be the most practical direct route between accessible building entries, accessible site facilities, and the accessible entry to the site. An accessible route shall connect to the public right-of-way to at least one on-site or adjacent transit stop (if the area is served by transit). All facilities shall conform to, or exceed, the Americans with Disabilities Act (ADA) standards, including those included in the Uniform Building Code.*

Also the parking lot design must meet the standards of CDC Chapter 46: Parking. The specific dimensional standards for parking are found in CDC 46.150. Please be sure that your design meets the applicable standards.

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:

- 1. "One standard parking space" means a minimum for a parking stall of 8 feet in width and 16 feet in length. These stalls shall be identified as "compact." To accommodate larger cars, 50 percent of the required parking spaces shall have a minimum dimension of 9 feet in width and 18 feet in length (9 X 18). When multi-family parking stalls back onto a main driveway, the stalls shall be 9 X 20.
(ORD. 1463)*
- 2. Disabled parking and maneuvering spaces shall be consistent with current federal dimensional standards and Section 46.150(B) and placed nearest to accessible building entryways and ramps.*
- 3. Parking spaces located in the public right-of-way that require backing movements or other maneuvering within a street or right-of-way are permitted with City Engineer approval as is in the case of Willamette Falls Drive parking facilities.*
- 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.*

5. *Each parking and/or loading space shall have clear access, whereby the relocation of other vehicles to utilize the parking space is not required.*
6. *Except for single and two-family residences, any area intended to be used to meet the off-street parking requirements as contained in this chapter shall have all parking spaces clearly marked using a permanent paint. All interior drives and access aisles shall be clearly marked and signed to show direction of flow and maintain vehicular and pedestrian safety. Permeable parking surface spaces may have an alternative delineation for parking spaces. (ORD. 1463)*
7. *Except for residential parking, and parking for public parks and trailheads, at least 50 percent of all areas used for the parking and/or storage and/or maneuvering of any vehicle, boat and/or trailer shall be improved with asphalt or concrete surfaces according to the same standards required for the construction and acceptance of city streets. The remainder of the areas used for parking may use a permeable paving surface designed to reduce surface runoff. Parking for public parks or trailheads may use a permeable paving surface designed to reduce surface runoff for all parking areas. Where a parking lot contains both paved and unpaved areas, the paved areas shall be located closest to the use which they serve. (ORD. 1463)*
8. *Off-street parking spaces for single and two-family residences shall be improved with an asphalt or concrete surface, or a permeable parking surface designed to reduce surface runoff, to specifications as approved by the Building Official. Other parking facilities for two- and single-family homes that are to accommodate additional vehicles, boats, recreational vehicles, and trailers, etc. need not be*

- paved. All parking for multi-family residential development shall be paved with concrete or asphalt. Driveways shall measure at least 20 feet from the back of sidewalk to garage or the end of the parking pad to accommodate cars and sport utility vehicles without the vehicles blocking the public sidewalk. (ORD. 1463) (ORD. 1547)*
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.*
 10. *Access drives shall have a minimum vision clearance as provided in Chapter 42, Clear Vision Areas.*
 11. *Parking spaces along the boundaries of a parking lot or adjacent to interior landscaped areas or sidewalks shall be provided with a wheel stop at least 4 inches high located 2 feet back from the front of the parking stall. Alternately, landscaped areas or sidewalks adjacent to the parking stalls without wheel stops shall be two feet wider.*
 12. *Off-street parking and loading areas shall be drained in accordance with plans and specifications approved by the City Engineer. Storm drainage at commercial sites may also have to be collected to treat oils and other residue.*
 13. *Artificial lighting on all off-street parking facilities shall be designed to deflect all light downward away from surrounding residences and so as not to create a hazard to the public use of any road or street.*
 14. *Directional arrows and traffic control devices, which are placed on parking lots shall be identified and installed.*

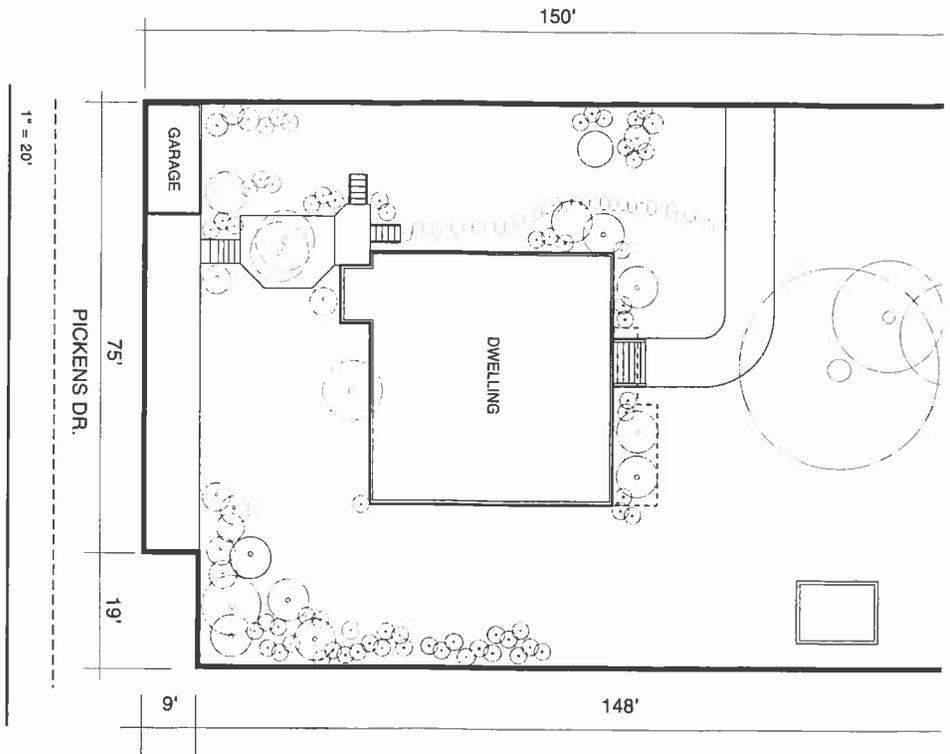
You should also provide discussion of how the oak tree is to be preserved by careful construction techniques. N/A is not an acceptable response to the approval criteria. Prepare the application and submit to the Planning Department with fees.

The fee is \$1200 for alteration of a non conforming structure (non-residential use) and \$850 for Class I Design Review. There is no refund of the fee even if the application is denied.

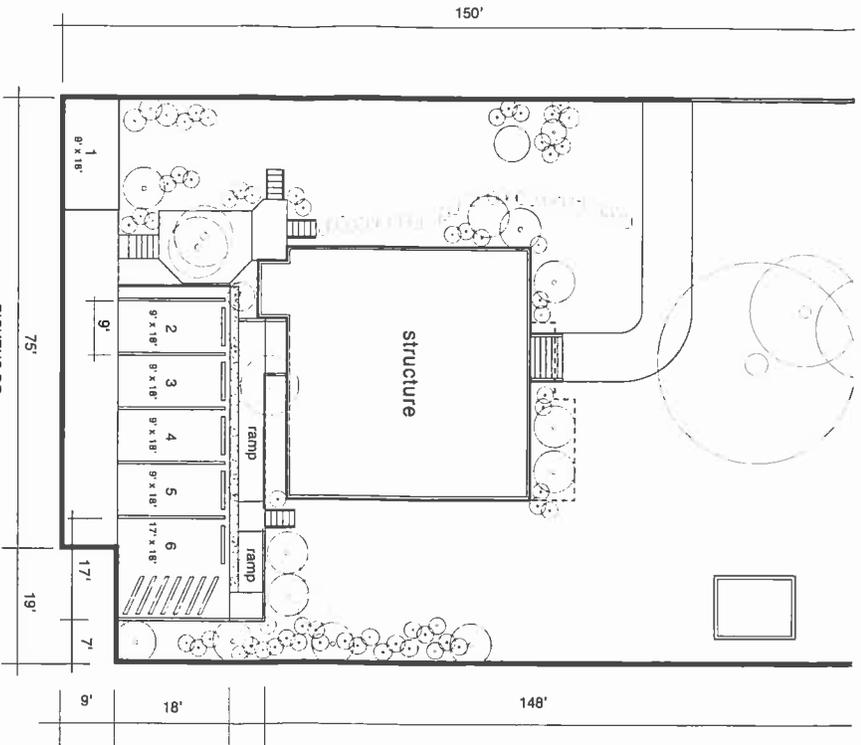
The City has 30 days to determine if the application is complete or not. Most applications are incomplete, usually due to inadequate responses to approval criteria or lack of sufficient engineering information on the drawings. The applicant has 180 days to make it complete, although usually it is complete within three months of the original submittal. Once complete, the City has 120 days to exhaust all local review and appeals. Staff will schedule the Planning Commission hearing about 4-6 weeks after completeness determination. In the event of an appeal, the review body is the City Council. Subsequent appeals go to LUBA.

Typical land use applications can take 6-10 months from beginning to end.

DISCLAIMER: This summary discussion covers issues identified to date. It does not imply that these are the only issues. The burden of proof is on the applicant to demonstrate that all approval criteria have been met. These notes do not constitute an endorsement of the proposed application. Staff responses are based on limited material presented at this pre-application meeting. New issues, requirements, etc. could emerge as the application is developed. Also note that these notes have a limited 'shelf life' in that changes to the CDC standards may require a different design or submittal.



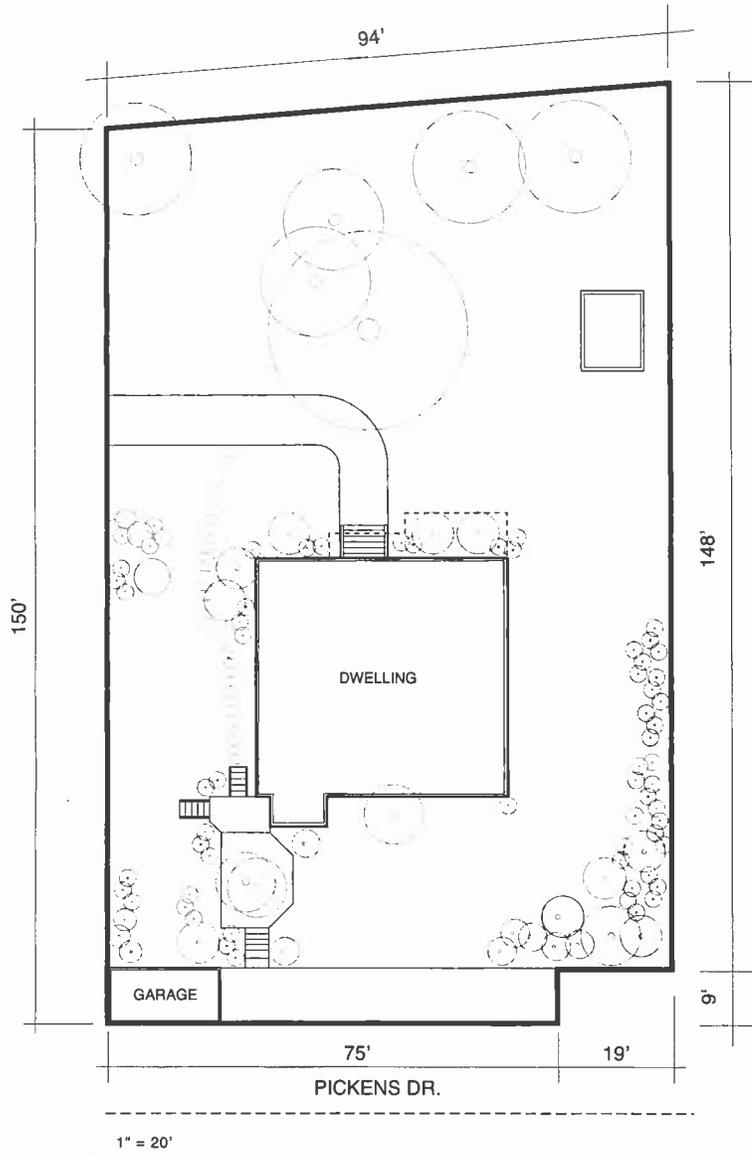
N SITE PLAN • 4835 SW Willamette Falls Drive



N SITE PLAN • 4835 SW Willamette Falls Drive

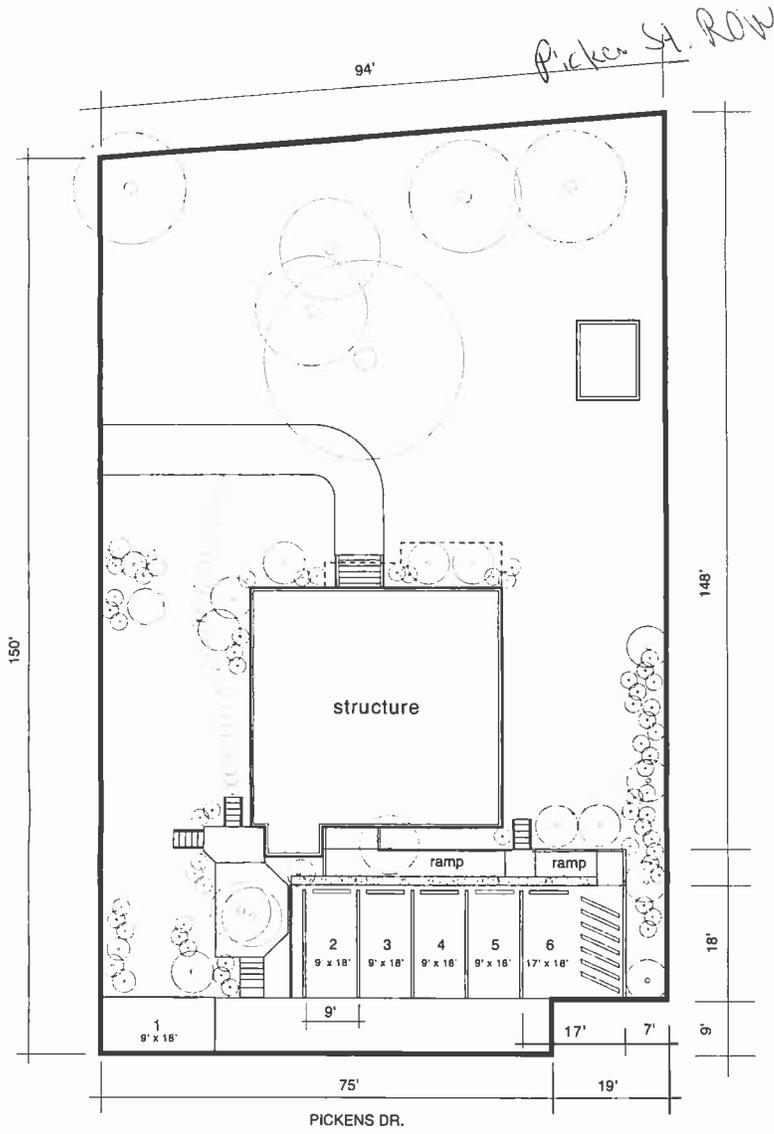
4835 SW Willamette Falls Drive

39



N SITE PLAN • 4835 SW Willamette Falls Drive

38



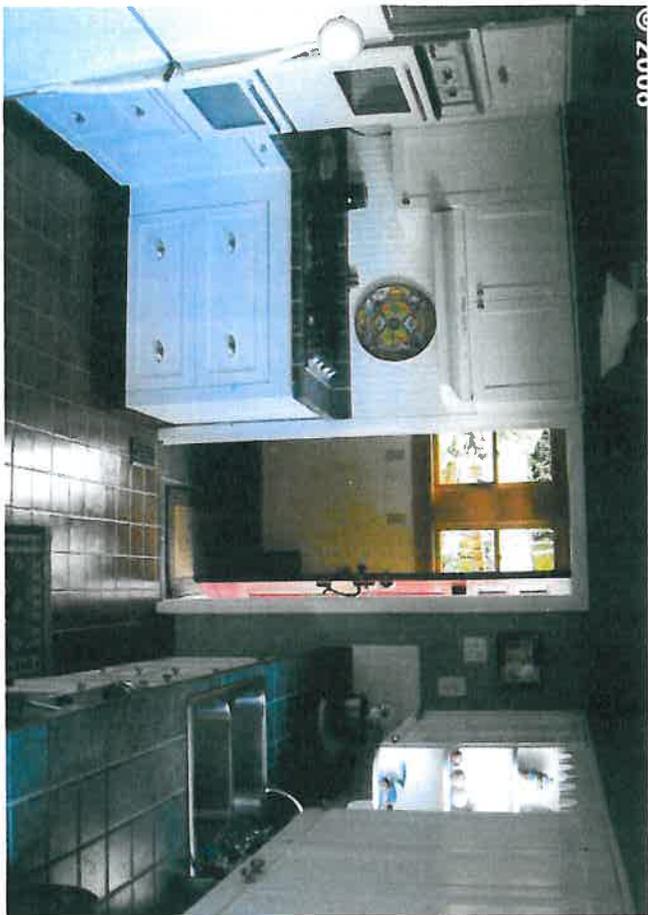
1" = 20'

N SITE PLAN • 4835 SW Willamette Falls Drive *Willamette Falls Dr.*

39

4835 Willamette Falls Drive

9



The Pomeroy Group

Heather Pomeroy
503-539-3378
Lori Hibbard
503-206-9912

Windermere Cronin and Caplan Realty Group
21900 Willamette Drive #202
West Linn, Oregon 97068
503-557-0707


Windermere



All information contained herein is supplied by the seller to the best of his/her knowledge, but is subject to verification by the purchaser, and the broker assumes no responsibility for the correctness thereof. In accordance with the law, this property is offered without respect to race, gender, color, creed, familial status, national origin or handicap.



800.830.8000



4835 Willamette Falls Drive

Windermere

Classic Craftsman Bungalow

This wonderful Colonial Revival was built in 1910 by I L.L. Pickens and has been lovingly maintained through the years.

It features original woodwork, leaded glass, extensive built-ins, formal dining room with bay window, original solid wood pocket doors, generous living spaces, fir floor spectacular park-like grounds, charming kitchen, covered porch with views, master with private balcony, full basement with ample storage and utility area, bright and spacious bedrooms with views and large closets.

- * Over 3400 sq. ft.
- * 4 bedrooms
- * 2.5 baths
- * Den with pocket doors
- * Ornamental pond with fountain
- * Spacious private deck
- * Sweeping Views of Mount Hood and Historic Oregon City

ZONED COMMERCIAL/RESIDENTIAL

First time on the market in over twenty-five years. This home would make a spectacular primary residence or grand commercial space....call for a private tour or additional information.

MLS#8035794 Commercial
MLS#8033696 Residential

\$549,900

 Windermere



West Linn

DEVELOPMENT REVIEW APPLICATION

MI-09-01

TYPE OF REVIEW (Please check all boxes that apply):

- | | | | |
|-------------------------------------|--|-------------------------------------|--|
| <input type="checkbox"/> | Annexation | <input checked="" type="checkbox"/> | Non-Conforming Lots, Uses & Structures |
| <input type="checkbox"/> | Appeal and Review * | <input type="checkbox"/> | One-Year Extension * |
| <input type="checkbox"/> | Conditional Use | <input type="checkbox"/> | Planned Unit Development |
| <input checked="" type="checkbox"/> | Design Review <i>CLASS I</i> | <input type="checkbox"/> | Pre-Application Meeting * |
| <input type="checkbox"/> | Easement Vacation | <input type="checkbox"/> | Quasi-Judicial Plan or Zone Change |
| <input type="checkbox"/> | Extraterritorial Ext. of Utilities | <input type="checkbox"/> | Street Vacation |
| <input type="checkbox"/> | Final Plat or Plan | <input type="checkbox"/> | Subdivision |
| <input type="checkbox"/> | Flood Plain Construction | <input type="checkbox"/> | Temporary Uses * |
| <input type="checkbox"/> | Hillside Protection and Erosion Control | <input type="checkbox"/> | Tualatin River Greenway |
| <input type="checkbox"/> | Historic District Review | <input type="checkbox"/> | Variance |
| <input type="checkbox"/> | Legislative Plan or Change | <input type="checkbox"/> | Water Resource Area Protection/Wetland |
| <input type="checkbox"/> | Lot Line Adjustment * /** | <input type="checkbox"/> | Willamette River Greenway |
| <input type="checkbox"/> | Minor Partition (Preliminary Plat or Plan) | <input type="checkbox"/> | Other/Misc |

Home Occupation / Pre-Application / Sidewalk Use Application * / Permanent Sign Review * / Temporary Sign Application require individual application forms available in the forms and application section of the City Website or at City Hall.

TOTAL FEES/DEPOSIT \$ 2050 * No CD required / ** Only one copy needed

Hoyd & Laurie Mehling 4835 Willamette Falls Drive N.L. 97068 503-704-1578

OWNER'S	ADDRESS	CITY	ZIP	PHONE(res.& bus.)
<i>2 Hemispheres Inc.</i>	<i>385 Sneed Dr. N Keizer</i>	<i>Keizer</i>	<i>97303</i>	<i>503-709-6131</i>
APPLICANT'S	ADDRESS	CITY	ZIP	PHONE(res.& bus.)

CONSULTANT	ADDRESS	CITY	ZIP	PHONE
------------	---------	------	-----	-------

SITE LOCATION 4835 Willamette Falls Dr. W.L. OR 97068

Assessor's Map No.: 687 B7 Tax Lot(s): 22 E31BA0100 Total Land Area: .33 acres

- All application fees are non-refundable (excluding deposit).
- The owner/applicant or their representative should be present at all public hearings.
- A denial or grant may be reversed on appeal.. No permit will be in effect until the appeal period has expired.

4. **Three (3) complete hard-copy sets (single sided) of application materials must be submitted with this application. One (1) complete set of digital application materials must also be submitted on CD in PDF format.**

The undersigned property owner(s) hereby authorizes the filing of this application, and authorizes on site review by authorized staff. I hereby agree to comply with all code requirements applicable to my application.

SIGNATURE OF PROPERTY OWNER(S)
X [Signature] Hoyd Mehling Date 11/7/08

SIGNATURE OF APPLICANT(S)
X [Signature] Date 12/6/09

BY SIGNING THIS APPLICATION, THE CITY IS AUTHORIZED REASONABLE ACCESS TO THE PROPERTY. ACCEPTANCE OF THIS APPLICATION DOES NOT INFER A COMPLETE SUBMITTAL. COMPLETENESS WILL BE DETERMINED WITHIN 30 DAYS OF SUBMITTAL.

PLANNING AND BUILDING; 22500 SALAMO RD #1000; WEST LINN, OR 97068; PHONE: 656-4211 FAX: 656-4106