

City of West Linn
PRE-APPLICATION CONFERENCE MEETING
SUMMARY NOTES
October 15, 2015

SUBJECT: Six lot subdivision and Water Resource Area (WRA) permit for 3841
Mapleton Drive (Tax lots 400 and 500 Map 21E24BC).

FILE: PA-15-40

ATTENDEES: Applicant: John De Costa, Tony Weller, Mike Arnett
Staff: Peter Spir (Planning), Noah Brennan (Engineering)

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.

Site Information

Site Address: 3841 Mapleton Drive. Tax lots 400 and 500 Map 21E24BC
Site Area: 85,296 square feet
Neighborhood: Robinwood NA
Comp. Plan: Low density residential
Zoning: R-10 (Single family residential detached / 10,000 square foot minimum lot size)
Applicable code: Community Development Code (CDC) Chapter 32: WRA; CDC Chapter 85: Land Division; CDC Chapter 11: R-10

Project Details: Trillium Creek is piped under the southeast portion of the site. The City of West Linn requires that the creek be daylighted. Daylighted creeks may be realigned per 32.060(G). The associated WRA setback is 15 feet from the edge of the creek. A WRA permit is required. A wetland biologist or similarly qualified professional may be required to respond to the criteria of 32.060(G) (4). Evidence of daylighted stream channel's ability to properly direct and contain storm water shall be demonstrated.

The proposed subdivision envisions the development of six lots. The Engineering Department has determined that the plan shows all lots being accessed via a street built to City standards. CDC 48.030(D) states: "Access to five or more single-family homes shall be by a street built to full construction code standards. All streets shall be public." The property to the west will also be able to use this street in the event that it is divided in the future.

All lots must meet the dimensional standards of the R-10 zone.

The applicant must inventory and map all trees by location, type, size and tag them in the field. Mike Perkins, the City Arborist, will then make a determination of significance for the on-site trees (mperkins@westlinnoregon.gov).

Engineering Division Comments

Contact Khoi Le at kle@westlinnoregon.gov or 503-722-5517 for engineering requirements. Contact Ty Darby from Tualatin Valley Fire and Rescue (TVF&R) at ty.darby@tvfr.com for their requirements.

Process

For the WRA permit address the submittal requirements and approval criteria of CDC Chapter 32. There is a deposit fee of \$2,600 and an inspection fee of \$250. For a subdivision, address the submittal requirements and approval criteria of CDC Chapter 85. The deposit fee is \$4,200 plus \$200 per lot with a final plat fee of \$2,000 and an inspection fee of \$500. The CDC is online at <http://westlinnoregon.gov/cdc>.

A neighborhood meeting is required for subdivisions. Please follow the requirements of CDC 99.038 explicitly.

N/A is not an acceptable response to the approval criteria. The submittal requirements may be waived, but the applicant must first identify the specific submittal requirement and request, in letter form, that it be waived by the Planning Manager and must identify the specific grounds for that waiver.

Once the application and deposit/fee are submitted, the City has 30 days to determine if the application is complete or not. If the application is not complete, the applicant has 180 days to make it complete or provide written notice to staff that no other information will be provided.

Once the submittal is deemed complete, staff will provide notice per CDC Chapter 99 and schedule a public hearing date with the Planning Commission. Appeals of the Planning Commission's decision are heard by City Council.

Pre-application notes are void after 18 months. After 18 months with no application approved or in process, a new pre-application conference is required.

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

DISCLAIMER: This summary discussion covers issues identified to date. It does not imply that these are the only issues. The burden of proof is on the applicant to demonstrate that all approval criteria have been met. These notes do not constitute an endorsement of the proposed application ***or provide any assurance of potential outcomes.*** Staff responses are based on limited material presented at this pre-application meeting. New issues, requirements, etc. could emerge as the application is developed. ***A new pre-application conference would have to be scheduled one that period lapses and these notes would no longer be valid. Any changes to the CDC standards may require a different design or submittal.***