



LAND USE PRE-APPLICATION CONFERENCE

Thursday, March 3, 2016

City Hall
22500 Salamo Road

Willamette Conference Room

10:00 am Proposed Annexation, Zoning Map Amendment and Planned Unit Development/Subdivision

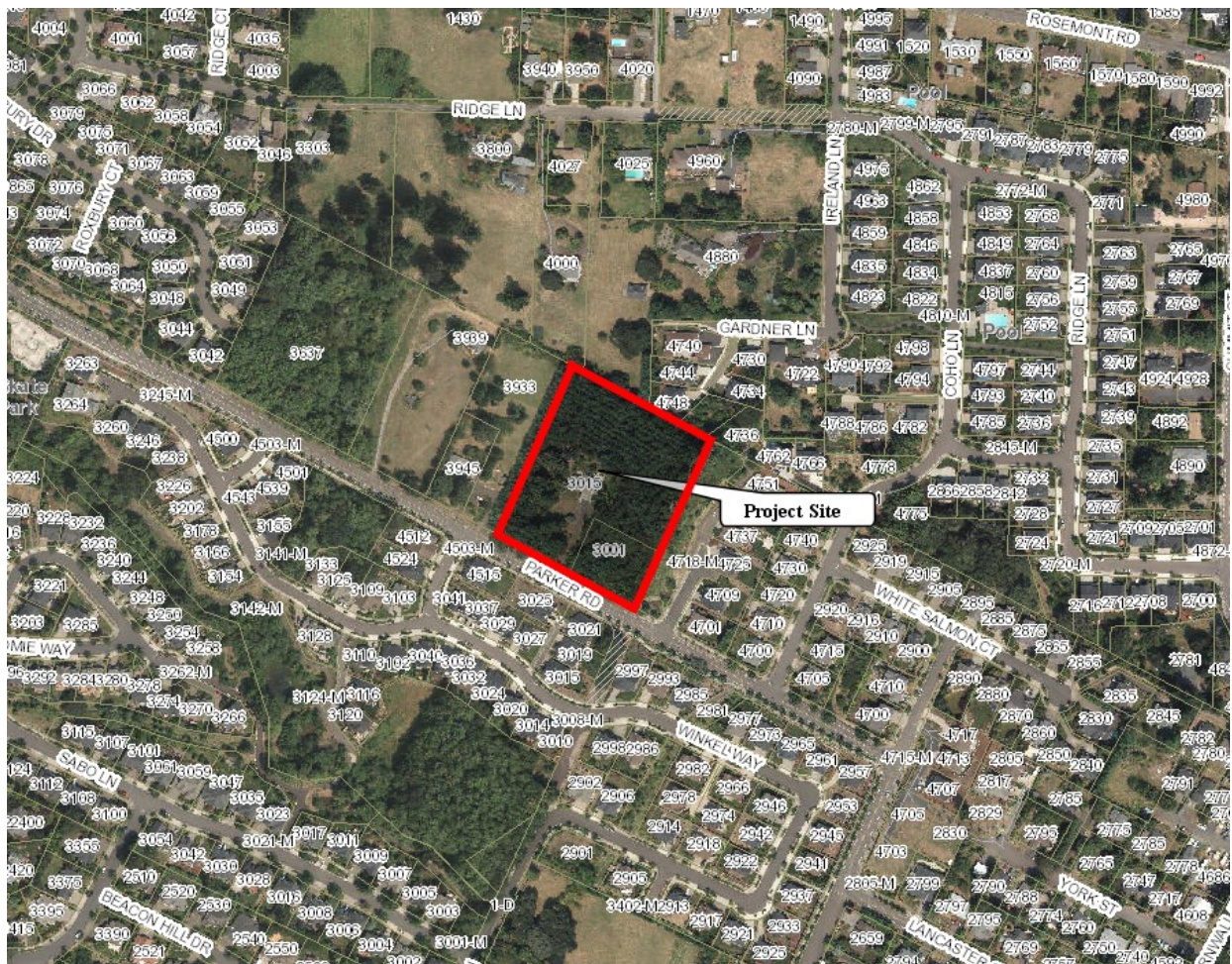
Applicant: Chris Goodell, AKS Engineering and Forestry

Subject Property Address: 3015 and 3001 Parker Road

Neighborhood Assn: Parker Crest

Planner: Peter Spir

Project #: PA-16-03



February 3, 2016

Shauna Shroyer
Planning Department
City of West Linn
22500 Salamo Road
West Linn, OR 97068

RE: Request for Pre-application Conference

Dear Mrs. Shroyer,

On behalf of our clients Noell and David Price, we would like to respectfully request a pre-application conference with your Planning and Engineering staff, as well as the City Arborist, on Thursday, March 7, to discuss a possible Annexation, Zoning Map Amendment, and Planned Unit Development/Subdivision on the properties located at 3015 and 3001 Parker Road in West Linn.

A completed, signed pre-application form and additional materials relating to the project, as outlined on the pre-application form, are attached. Also attached are, a check in the amount of \$1,000 as payment for the pre-application conference fee, and a list of questions we would like staff to provide answers to at the conference.

Please confirm the availability of a conference on March 7 at your earliest convenience and do not hesitate to let us know if you have any questions prior to this date.

Sincerely,

AKS ENGINEERING & FORESTRY, LLC



Montgomery B. Hurley, PE, PLS - Principal



CITY OF

West Linn

Planning & Development • 22500 Salamo Rd #1000 • West Linn, Oregon 97068
 Telephone 503.656.4211 • Fax 503.656.4106 • westlinnoregon.gov

PRE-APPLICATION CONFERENCE

THIS SECTION FOR STAFF COMPLETION

CONFERENCE DATE:	3-3-16	TIME:	10:00 am	PROJECT #:	PA-16-03
STAFF CONTACT:	Peter Spir	FEE:	\$1,000 ⁰⁰		

Pre-application conferences occur on the first and third Thursdays of each month. In order to be scheduled for a conference, this form including property owner's signature, the pre-application fee, and accompanying materials must be submitted at least 14 days in advance of the conference date. Twenty-four hour notice is required to reschedule.

Address of Subject Property (or map/tax lot): 3015 and 3001 Parker Road

Brief Description of Proposal: Annexation, Zoning Map Amendment, Planned Unit Development/ Subdivision

Applicant's Name: Chris Goodell, AICP, LEED-AP, AKS Engineering and Forestry, LLC

Mailing Address: 12965 SW Herman Road, Suite 100, Tualatin, OR 97062

Phone No: (503) 563-6151

Email Address: chrisg@aks-eng.com

Please attach additional materials relating to your proposal including a site plan on paper up to 11 x 17 inches in size depicting the following items:

- North arrow
- Scale
- Property dimensions
- Streets abutting the property
- Conceptual layout, design and/or building elevations
- Easements (access, utility, all others)
- Access to and from the site, if applicable
- Location of existing trees, highly recommend a tree survey
- Location of creeks and/or wetlands, highly recommend a wetland delineation
- Location of existing utilities (water, sewer, etc.)

Please list any questions or issues that you may have for city staff regarding your proposal:
See attached list of questions.

By my signature below, I grant city staff right of entry onto the subject property in order to prepare for the pre-application conference.

see attached

Property owner's signature

2/2/2016

Date

3015 Parker Road, West Linn, OR 97068

Property owner's mailing address (if different from above)



CITY OF
West Linn

Planning & Development • 22500 Salamo Rd #1000 • West Linn, Oregon 97068
Telephone 503.656.4211 • Fax 503.656.4106 • westlinnoregon.gov

PRE-APPLICATION CONFERENCE

THIS SECTION FOR STAFF COMPLETION

CONFERENCE DATE:	TIME:	PROJECT #:
STAFF CONTACT:	FEE:	

Pre-application conferences occur on the first and third Thursdays of each month. In order to be scheduled for a conference, this form including property owner's signature, the pre-application fee, and accompanying materials must be submitted at least 14 days in advance of the conference date. Twenty-four hour notice is required to reschedule.

Address of Subject Property (or map/tax lot): 3015 and 3001 Parker Road

Brief Description of Proposal: Annexation, Zoning Map Amendment, Planned Unit Development/ Subdivision

Owner's Name : Noell and David Price

Mailing Address: 3015 Parker Road, West Linn, OR 97068

Phone No: (503) 849-9018

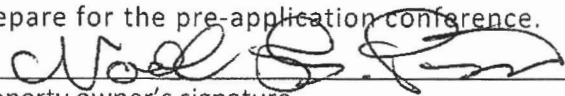
Email Address: david.price@gmscpa.com

Please attach additional materials relating to your proposal including a site plan on paper up to 11 x 17 inches in size depicting the following items:

- North arrow
- Scale
- Property dimensions
- Streets abutting the property
- Conceptual layout, design and/or building elevations
- Easements (access, utility, all others)
- Access to and from the site, if applicable
- Location of existing trees, highly recommend a tree survey
- Location of creeks and/or wetlands, highly recommend a wetland delineation
- Location of existing utilities (water, sewer, etc.)

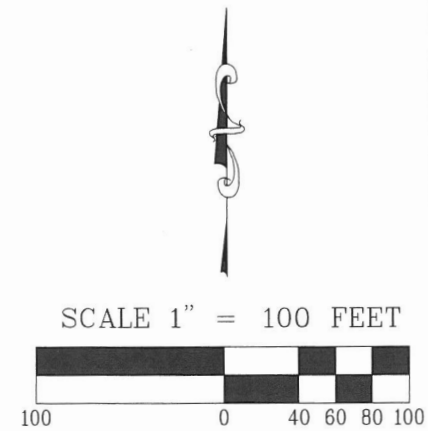
Please list any questions or issues that you may have for city staff regarding your proposal:
See attached list of questions.

By my signature below, I grant city staff right of entry onto the subject property in order to prepare for the pre-application conference.


Property owner's signature

01/26/16
Date

Property owner's mailing address (if different from above)



AKS

AKS ENGINEERING & FORESTRY, LLC
17395 SW HERMAN RD STE 100
TUALUMIN, OR 97062
P: 503.563.6152
F: 503.563.6152
aks-eng.com

ENGINEERING · SURVEYING · NATURAL RESOURCES
FORESTRY · PLANNING · LANDSCAPE ARCHITECTURE

3015 PARKER ROAD

WEST LINN

OREGON

CLATSOP COUNTY TAX MAP 2 IE 250C
TAX LOTS 100 & 200

PRELIMINARY LAYOUT

DESIGNED BY: JMM
DRAWN BY: AZV
CHECKED BY: MBH
SCALE: AS NOTED
DATE: 1/22/2016

PRELIMINARY

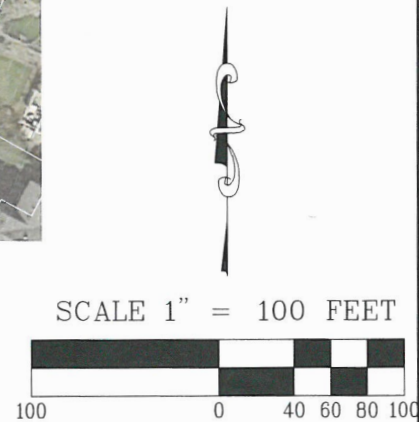
REVISIONS

JOB NUMBER
5132

SHEET
2 OF 3



NOTE:
INFORMATION SHOWN IS BASED ON A VARIETY OF SOURCES INCLUDING, GEOGRAPHIC INFORMATION SYSTEM (GIS), AERIAL PHOTOGRAPH, AND TAX ASSESSOR MAP INFORMATION. ALL INFORMATION SHOULD BE CONSIDERED APPROXIMATE.



DESIGNED BY: JMM
DRAWN BY: AZV
CHECKED BY: MBH
SCALE: AS NOTED
DATE: 1/22/2016

PRELIMINARY

REVISIONS

NO.	DESCRIPTION

JOB NUMBER
5132

SHEET
3 OF 3

**PRELIMINARY LAYOUT WITH
AERIAL PHOTOGRAPH**

3015 PARKER ROAD

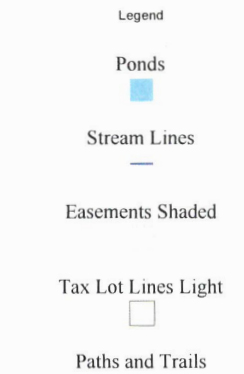
WEST LINN
TAX LOTS 100 & 200

OREGON
CLATSOP COUNTY TAX MAP 2 1E 25C

AKS
AKS ENGINEERING & FORESTRY, LLC
12965 SW HERMAN RD. STE 100
TUALATIN, OR 97062
P: 503.563.6151
F: 503.563.6152
aks-eng.com

ENGINEERING · SURVEYING · NATURAL RESOURCES
FORESTRY · PLANNING · LANDSCAPE ARCHITECTURE

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. Source: West Linn GIS (Geographic Information System) MapOptix.



Map created by: public
Date Created: 01-Feb-16 02:35 PM

WEST LINN GIS

3015 and 3001 Parker Road



CITY OF
West Linn

Legend

Ponds

Stream Lines

Easements Shaded

Tax Lot Lines Light

Paths and Trails



Scale 1:1,200 - 1 in = 100 ft
Scale is based on 11x17 paper size



Map created by: public
Date Created: 01-Feb-16 02:27 PM

WEST LINN GIS

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. Source: West Linn GIS (Geographic Information System) MapOptix.

February 3, 2016

Planning Department
City of West Linn
22500 Salamo Road
West Linn, OR 97068

**RE: Pre-application conference questions for Tax Lots 100 and 200 of
Clackamas County Assessor's Map 2 1E 25CC**

Annexation

- 1) Please provide an estimate of the cost for recent Annexation elections in West Linn. If possible, an estimate for the November and special May election would be appreciated.
- 2) Please provide a sample application package, including a staff report and Final Order for a recently approved Annexation in West Linn. Also, please provide a timeline for key tasks and dates throughout the process.

Zoning Map Amendment

- 3) According to the City's GIS, all abutting properties that are in the City of West Linn are within the R-10 Zoning District. We are anticipating a consolidated annexation/zone change application that requests R-10 zoning on the subject properties. Is there any reason we should pursue another zoning designation?

PUD/Subdivision

- 4) Please confirm that the PUD is a voluntary process that may be applied to all residential lots on this site, regardless of the presence of Type I and II lands.
 - 5) Please provide input on the preliminary layout and circulation system. The City's soon to be adopted TSP shows an east/west connection through this site, beginning at Roxbury Drive and terminating at Chinook Court. This street connection would impact a water resource area to connect with a street that does not meet the full local street standard. Please confirm that a connection to Chinook Court is not required as part of a future subdivision/PUD on this site.
 - 6) Please confirm the required street section and improvements for all streets.
 - 7) The property has frontage on Parker Road. What, if any, street improvements and right of way dedications will be required?
 - 8) Are there any other required on- or off-site improvements we should be aware of?
 - 9) Please provide input on the required traffic impact analysis.
 - 10) What is the minimum spacing between residential driveways on local streets in West Linn?
-

- 11) Please provide as-builts for any available information on Parker Road.
- 12) Please confirm if there is sufficient sanitary sewer capacity to serve the project.
- 13) Please confirm if there are any known downstream deficiencies for stormwater. Please discuss possible stormwater discharge locations. Please discuss stormwater requirements for infiltration, water quality, and detention.
- 14) Please provide information on the existing stormwater facility located on tax lot 3907. Does the facility have additional capacity to infiltrate, treat, or detain stormwater runoff from the subject site?
- 15) Please confirm if sufficient water system capacity and pressure exists.
- 16) Please confirm requirements for fire suppression sprinkler systems, street grades, and fire hydrants.
- 17) Are there any special requirements or considerations for connecting to sanitary sewer, storm drain, or water?
- 18) CDC Section 55.100.B.2.b. says that residential projects shall set aside up to 20 percent of the area to protect trees and tree clusters. This provision goes on to say that if the City Arborist determines a significant tree cluster exists at a development site, then up to 20 percent of the non-Type I and II lands shall be devoted to the protection of those trees. Since this provision provides for a range from between zero and 20 percent of the site for tree protection, please clarify how the final area of non-Type I and II lands that will be required to be set aside is determined.
- 19) This site is in forest tax deferral and has been utilized as a tree farm for quite some time. Please confirm that these trees are considered exempt per WLMC Section 8.560.
- 20) The City's GIS does not show a significant riparian corridor associated with the surface drainage on the property to the east of the subject site. Is there a minimum setback requirement for new development adjacent to this drainageway?

Sincerely,

AKS ENGINEERING & FORESTRY, LLC

A handwritten signature in black ink, appearing to read "Montgomery B Hurley". The signature is fluid and cursive, with the first name "Montgomery" being more prominent.

Montgomery B. Hurley, PE, PLS - Principal