

City of West Linn
PRE-APPLICATION CONFERENCE MEETING
SUMMARY NOTES
June 16, 2016

SUBJECT: Proposed easement vacation at 19495 Hidden Springs Road.
FILE: PA-16-12
ATTENDEES: Applicants: Henri Campaore and Gina Capri
Staff: Jennifer Arnold and Peter Spir (Planning), Khoi Le (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: 19495 Hidden Springs Road.
Lot Area: 10,048 square feet
Neighborhood: Robinwood NA
Comp. Plan: Medium density residential
Zoning: R-10 (Single family residential / 10,000 square foot minimum lot size)
Applicable code: CDC Chapter 11: R-10

Project Details: The applicants sought an easement vacation to allow for the construction a retaining wall on the easement at the front of the property. The purpose of the wall would be to raise or flatten the sloping front yard which would accommodate a fenced yard area for their children. Whereas the easement vacation process is available, it requires fees and legal description and surveyed map. An alternative is an "Easement Use" permit. The City retains the easement but allows the property owner use of the easement. <http://westlinnoregon.gov/publicworks/public-easement-use-request>

The retaining wall cannot exceed three feet in the easement out of deference to the clear vision triangle. The property owner could terrace or step back an additional three feet to accommodate another low wall. Walls over four feet, as measured from the bottom of the footings, require a building permit and must be designed by an engineer.

Engineering Division Comments

Contact Khoi Le at kle@westlinnoregon.gov or 503-722-5517 for engineering requirements.

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.**