



CITY OF
**West
Linn**

LAND USE PRE-APPLICATION CONFERENCE

Thursday, October 20, 2016

**City Hall
22500 Salamo Road**

Willamette Conference Room

9:00 am Proposed partitions. Properties are zoned R-10. The existing home is to remain and will be included as part of the first partition.

Applicant: Jonathon Morse, AKS Engineering

Subject Property Address: 1236 14th Street, Tax Lots 3800 and 4001

Neighborhood Assn: Willamette

Planner: Peter Spir

Project #: PA-16-27





PRE-APPLICATION CONFERENCE

THIS SECTION FOR STAFF COMPLETION		
CONFERENCE DATE: 10/20/16	TIME: 9 AM	PROJECT #: PA-16-27
STAFF CONTACT: Peter Spir		FEE: 1000-

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): Tax Lots 3801 and 4001 Clackamas County Tax Map 3 1E 02BC

Brief Description of Proposal: One 2-parcel and two 3-parcel partitions. The subject properties are zoned R-10. The existing home will remain and will be included as part of the first 3-parcel partition.

Applicant's Name: Jonathon Morse, PE (Applicant's Consultant)

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

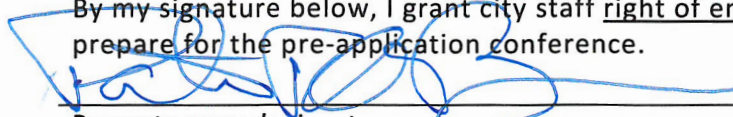
Phone No: (503) 563-6151 Email Address: jonm@aks-eng.com

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.


 Property owner's signature _____ Date 9-13-16

8037 SW 17TH, PORTLAND, OR 97219
 Property owner's mailing address (if different from above)

September 23, 2016

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

**RE: Pre-Application Conference Preliminary Narrative and Questions for the Property
Located at 1236 14th Street**

The subject properties are approximately ±2.46 acres in size (Tax Lots 3800 and 4001, Clackamas County Tax Map 3 1E 02BC) and are located southwest of 14th Street and southeast of Evah Lane in the City of West Linn. The property has a small amount of frontage on 14th Street, which is classified as a local street per the City of West Linn. The site is zoned R-10. The property owner is considering submitting separate land use applications for three individual partitions.

We would like to discuss the following issues at the pre-application conference, in addition to the typical items that are covered:

Land Use

1. We would like to confirm that the layout shown (Parcel areas, dimensions, etc.) is acceptable, given the requirements of the City of West Linn Community Development Code.
 2. Please confirm the building setbacks and how they will be applied to these parcels.
 3. Can the historic parcel lines shown on tax lot 4001 be utilized to create any of the new parcels (through re-plat, property line adjustments, etc.)?
 4. What is the maximum number of lots that may take access from an access easement?
 5. Please confirm the City's review procedure type and the various land use applications that will be required.
 6. Please summarize the relevant criteria from the City's steep slopes, landslide hazards, and natural resources regulations that will affect these partitions.
 7. Please explain the relevant criteria from the City's Flood Management Area that will apply to these partitions.
 8. Please summarize additional relevant criteria related to Type I and II lands in the City of West Linn.
 9. Please let us know if there are any other issues or site constraints of which you are aware beyond those associated with steep slopes, landslide hazards, and natural resources.
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10. Please discuss the scope of any required natural resources studies required for the wetland area mapped on the City's GIS.
 11. Please confirm whether a geotechnical study will be required as part of these partition applications or future building permits on the individual lots.
 12. Please explain the applicable tree preservation/removal criteria related to these partitions. Please also confirm that the City's tree protection ordinance requires the preservation of *up to* 20 percent of the area of significant trees on site. Please explain how the exact percentage of tree preservation area (between 0 and 20 percent) is determined?
 13. Please let us know of any additional permits that will be required.
 14. Is a traffic study is required? If so, please summarize the scope and applicable criteria related to such a study.
 15. Will any additional studies or analyses be necessary?
 16. Please discuss any future Development Code changes and what impact those Code changes may have on this development.

Street/Transportation/Circulation

17. Will the City require any public improvements or right-of-way dedication along 14th Street?
18. Will any public improvements be required along the frontage of tax lot 3800?
19. Please discuss access for each of the parcels shown on the preliminary layout.
20. Please confirm the 20-foot wide access easement is acceptable as shown.
21. Please discuss the applicable design criteria (vertical, horizontal, structural section, etc.) for a shared access.
22. Does the fire department have any issues with the planned layout? Will any new hydrants be required?

Public Services/Utilities/Natural Resources

23. Please confirm the utilities (depths and sizes) that exist in 14th Street and on the subject properties have sufficient capacity to serve the additional lots that would be created from these partitions. Please provide any available utility as-built drawings.
24. Can the sanitary sewer laterals for the new parcels tie in to the existing sewer main located on the subject site?
25. Are there any special requirements or considerations with regard to stormwater? Please discuss any available options for stormwater infiltration, treatment, and detention.

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26. Please discuss an acceptable discharge location for stormwater runoff.
 27. Please confirm sufficient water system capacity and pressure exists for domestic service.
 28. Can the domestic water meters for any of the parcels be banked in the 14th street right-of-way?
 29. Will the City require any public water main extensions?
 30. If fire sprinklers are required for any of the parcels, is there sufficient flow for fire suppression?
 31. If an Environmental Overlay Zone is confirmed on the site (as indicated in the city maps), please confirm the required buffers and the process/permits needed for land use.

Please let us know if there are any other issues or site constraints of which you are aware.

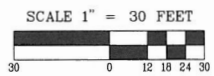
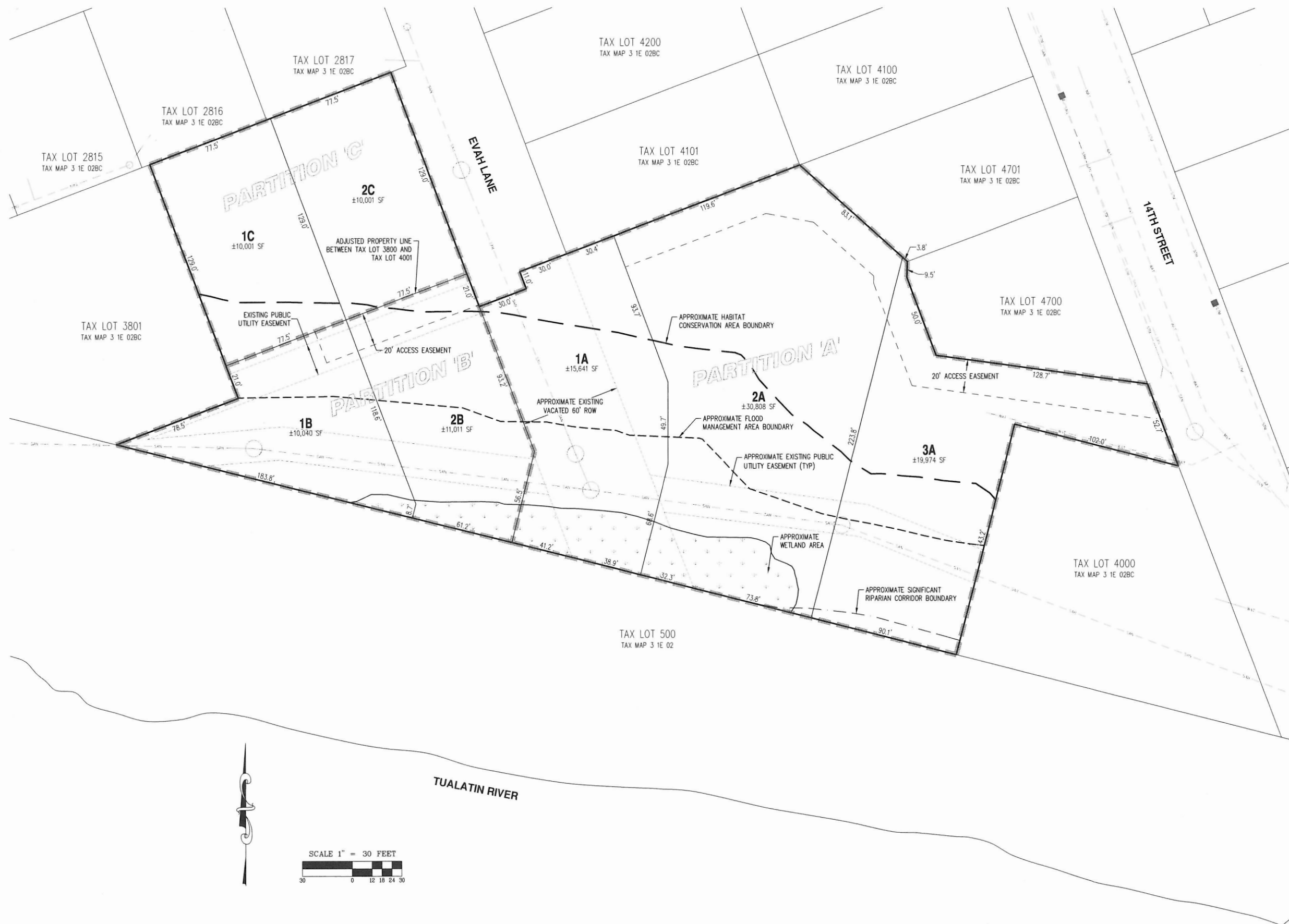
Sincerely,

AKS ENGINEERING & FORESTRY, LLC



Montgomery B. Hurley, PE, PLS - Principal

AKS DRAWING FILE: 557BLAYOUT.DWG | LAYOUT - LAYOUT



AKS
 AKS ENGINEERING & FORESTRY, LLC
 12965 SW HERMAN RD STE 100
 TUALATIN, OR 97062
 P: 503.963.6151
 F: 503.963.6152
 aks-eng.com

1236 14TH STREET
WEST LINN
 OREGON
 CLACKAMAS COUNTY TAX MAP 3 1E 02BC
 TAX LOTS 3800 AND 4001

**PRELIMINARY
 PARTITION LAYOUT**

DESIGNED BY: JMM
 DRAWN BY: LTP
 CHECKED BY: MBH
 SCALE: AS NOTED
 DATE: 09/23/2016

**PRELIMINARY
 NOT FOR
 CONSTRUCTION**

REVISIONS

JOB NUMBER
5579

SHEET
02



AKS
 AKS ENGINEERING & FORESTRY, LLC
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1236 14TH STREET
WEST LINN
 OREGON
 CLACKAMAS COUNTY TAX MAP 3 1E 028C
 TAX LOTS 3800 AND 4001

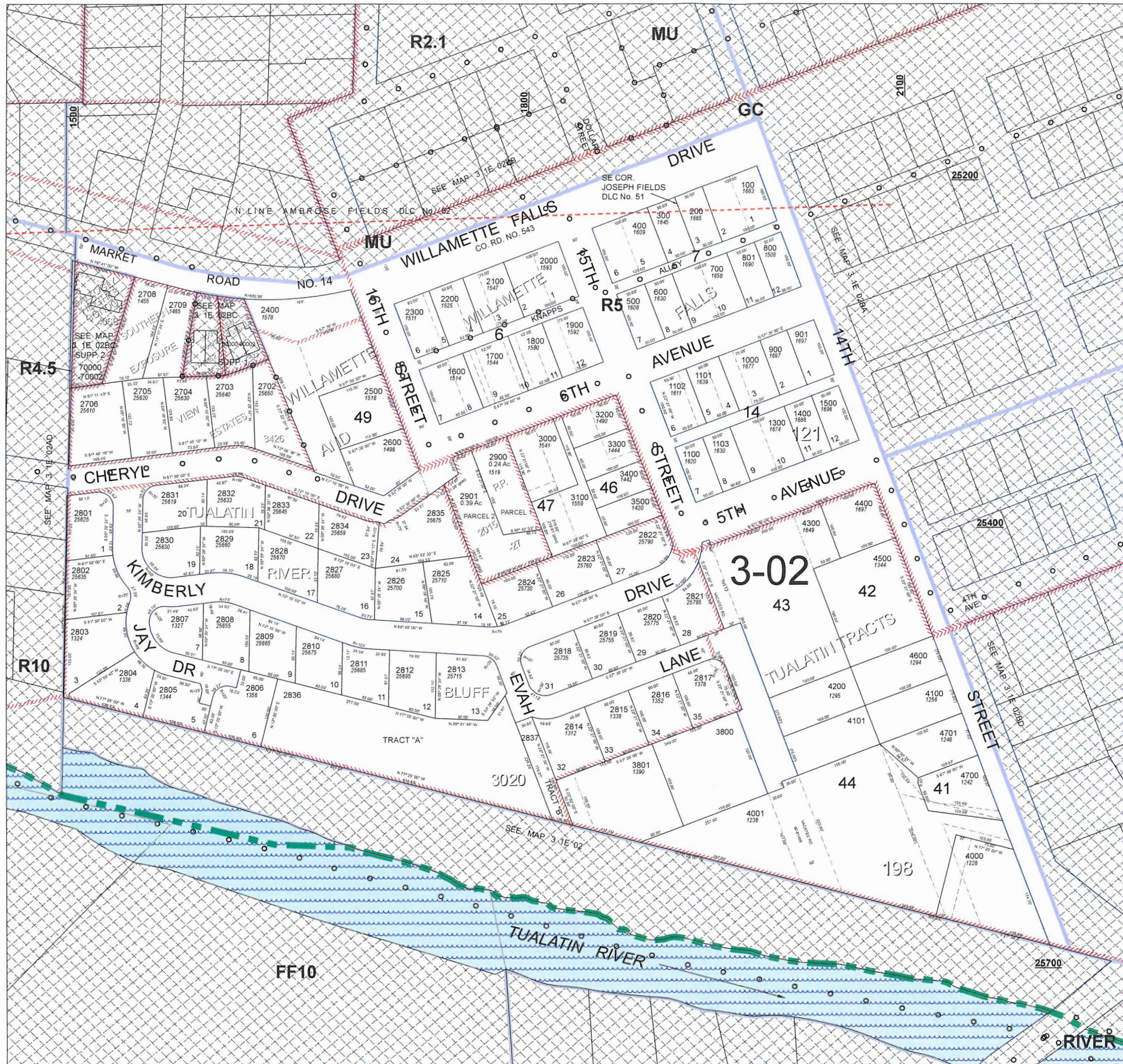
**PRELIMINARY AERIAL
 PHOTOGRAPH PLAN**

DESIGNED BY: JMM
 DRAWN BY: LTP
 CHECKED BY: MBH
 SCALE: AS NOTED
 DATE: 09/23/2016

**PRELIMINARY
 NOT FOR
 CONSTRUCTION**

REVISIONS

 JOB NUMBER
5579
 SHEET
03



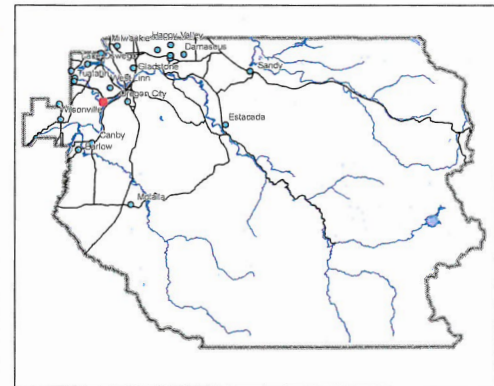
3 1 E 02BC
 WEST LINN
 S.W. 1/4 N.W. 1/4 SEC. 2 T. 3S. R. 1E. W.M.
 CLACKAMAS COUNTY
 1" = 100'

D. L. C.
 AMBROSE FIELDS NO. 52
 JOSEPH FIELDS NO. 51

Cancelled Taxlots

1200
3600
2701
4301
2800
3700
1801
2700
2711
2710
2707

- Parcel Boundary
- Private Road ROW
- Historical Boundary
- Railroad Centerline
- TaxCodeLines
- Map Index
- WaterLines
- Land Use Zoning
- Plats
- Water
- Corner
- Section Corner
- 1/16th Line
- Govt Lot Line
- DLC Line
- Meander Line
- PLSS Section Line
- Historic Corridor 40'
- Historic Corridor 20'



THIS MAP IS FOR ASSESSMENT
 PURPOSES ONLY

4/29/2015

3 1 E 02BC
 WEST LINN