

City of West Linn
PRE-APPLICATION CONFERENCE MEETING
SUMMARY NOTES
June 15, 2017

SUBJECT: Proposed Flood Management Area (FMA) Permit to build a deck at the rear of the house at 1425 Burns Street
FILE: PA-17-26
ATTENDEES: Applicant: Kristine Duncan
Staff: Peter Spir, Associate Planner

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: 1425 Burns Street
Tax Not No.: Tax lot 3100 of Assessor's Map 22E 30BD
Site Area: 10,421 square feet
Zoning: R-10 (Single-family residential, 10,000 sq. ft. minimum lot size)
Environmental Overlays: FMA

Project Details

The applicant proposes to build a two-foot high 256 square foot deck at the rear of the house. The deck will be freestanding (not structurally attached to the house) and anchored to the ground.

Discussion

The property is fully encompassed by the 100-year floodplain. Based on an expired Elevation Certificate for the property, the base flood elevation (BFE) is 47.7 feet. The grade of the property at the rear of the house where the deck would be built has an elevation of 44.97 feet. The deck will be adjacent to, and accessed from, the sill of the rear sliding doors which is at an elevation of approximately 47.41 feet.

Because the house does not meet the Design Flood Elevation (one foot above the BFE/100 year flood elevation) the deck must be structurally independent of the house. It must also be constructed of flood damage resistant materials. The deck must also be structurally anchored to resist hydrostatic and hydrodynamic forces. (If the deck is structurally attached to the house, the bottom of the lowest horizontal member of the deck must be elevated to, or above, the elevation of the bottom of the building's lowest horizontal member.)

The deck will require a Flood Management Area (FMA) permit. (USACE permits would only be required if the deck hangs over the water, a dock, or in a stream, or if it displaced over 50 cubic yards within the floodplain which is not the case here.)

Process

For the FMA permit, address the submittal requirements of CDC Chapter 27.050 (including a topographic survey of the property) (scaled site plan with lineal scale showing house and driveway footprint) and respond to the criteria of 27.060, 27.070 and 27.080. Please verify with staff the applicable submittal standards. The deposit fee is \$1,050. Pre and post construction elevation certificates will be required.

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, the staff will send out public notice at least 20 days before the Planning Manager renders a decision. The Planning Manager's decision may be appealed to City Council by the applicant or anyone with standing.

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.***