

City of West Linn
PRE-APPLICATION CONFERENCE MEETING
Notes
AMENDED
October 5, 2017

SUBJECT: Proposed two year extension of minor partition approval at 23000 Horizon Drive

FILE: PA-17-39

ATTENDEES: Applicant: Tim Hazen
Staff: Peter Spir, Associate Planner; Amy Pepper, Development Engineer
Public: Roberta Schwarz

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: 23000 Horizon Drive (21E25BB tax lots 600 and 700)
Area: 194,961 square feet / 4.48 acres
Neighborhood: Savanna Oaks Neighborhood Association Sunset
Comp. Plan: Low density residential
Zoning: R-3 (Multi-family and Single Family Residential/ 3,000 square foot minimum lot size)
Applicable code: CDC Chapter 85: Land Division
CDC Chapter 92: Required Improvements
CDC Chapter 15: R-3
CDC Chapter 99.325: Extensions of Approval

Project Details: The applicant received approval to partition the property into two lots in 2014. (The north lot will contain the existing Assisted Living Facility (ALF), while the south lot is expected to accommodate independent/transitional housing for seniors who may move into the ALF at some point in the future.) Applicants have three years to record the final partition plat or the approval is void. This approval lapses November 25, 2017. Although the City Engineer has approved construction plans for required improvements on Weatherhill Road, there is not enough time for the applicant to (1.) participate in a pre-construction conference, (2.) construct the improvements, (3.) record the final plat. A two year extension per CDC 99.325 must be applied for. Because the partition was initially a Planning Director decision, the Planning Director will decide the extension application.

The applicant stated that they will have the road improvements done in approximately one year.

Engineering Division Comments: Contact Amy Pepper at apepper@westlinnoregon.com or 503-722-3437 for engineering requirements. Contact Ty Darby from Tualatin Valley Fire and Rescue (TVF&R) at ty.darby@tvfr.com or 503-259-1409 for any new requirements.

Public Comments: Concerns were expressed about the timeline for street construction and preservation of significant trees. An email (attached) was concerned with traffic safety on Weatherhill Road.

Process: The application does not require a neighborhood meeting per CDC 99.038. The extension application requires addressing the provisions of CDC 99.325 and cross referencing with any relevant CDC changes that may have occurred since the initial approval in 2014. The CDC is online at <http://westlinnoregon.gov/cdc>.

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. The waiver may or may not be granted by the Planning Director. Waivers may also be subsequently overruled by the decision making body.

Submit the application to the Planning Department with an application form signed by the property owner. The deposit for an extension is \$1,400.

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 followed by the Planning Director's decision. Appeals of the Planning Director's decision are heard by City Council and subsequently by the Land Use Board of Appeals.

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. **These notes are not minutes.** 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. **Any changes to the CDC standards may require a different design or submittal. 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.**

Roberta Schwarz

Subject: FW: FYI and for Posting - 9/26/17 CCI Meeting (revised agenda), 10/3/17 CCI Meeting, 10/4//17 PC Meeting and 10/5/17 Pre-App Conferences

From: msdale7753@aol.com [<mailto:msdale7753@aol.com>]

Sent: Friday, September 22, 2017 3:15 PM

To: roberta.schwarz@comcast.net

Subject: Re: FYI and for Posting - 9/26/17 CCI Meeting (revised agenda), 10/3/17 CCI Meeting, 10/4//17 PC Meeting and 10/5/17 Pre-App Conferences

Hi Roberta,

Thanks for sending this over. Concerning the 2 yr extension to improve the road. It is already a very, very dangerous narrowing of the road at which they will do their work. ***I assume that means that the road needs to be completed before any building takes place, is that your understanding?***

With all the additional traffic and increase population, I think it is a bad idea to give them a 2 yr extension. It's dangerous. Anyone that has driven on Weatherhill will attest to that. I would not be in favor of an extension.

In Touch, Dale

-----Original Message-----

From: Roberta Schwarz <roberta.schwarz@comcast.net>

To: Dale and Steven Seavey <msdale7753@aol.com>

Sent: Fri, Sep 22, 2017 1:04 pm

Subject: FW: FYI and for Posting - 9/26/17 CCI Meeting (revised agenda), 10/3/17 CCI Meeting, 10/4//17 PC Meeting and 10/5/17 Pre-App Conferences

Hello Dale and Steven,

We just got the update below and realized that the people who own Tanner Springs Assisted Living want a two year extension before completing the roadway improvements they agreed to do when they received their approval. If you have any issues with this please let us know. If you want more information please click the link for the pre app conference below.

Thanks so much,
Roberta

The City website has been updated with information regarding the [9/26/17 CCI Meeting \(revised agenda\)](#), the [10/3/17 CCI Meeting](#), the [10/4/17 PC Meeting](#) and the [10/5/17 Pre-App Conferences](#). The agendas are attached for posting.

Have a good weekend.
Shauna

Shauna Shroyer