



# LAND USE PRE-APPLICATION CONFERENCE

Thursday, November 2, 2017

City Hall  
22500 Salamo Road

**Bolton Conference Room**

1:30 am Proposed Annexation of 2.56 acres

Applicant: Neil Fernando, Emerio Design

Subject Property Address: 22870 Weatherhill Road

Neighborhood Assn: Savanna Oaks and Willamette

Planner: Peter Spir

Project #: PA-17-44







### PRE-APPLICATION CONFERENCE

THIS SECTION FOR STAFF COMPLETION		
CONFERENCE DATE:	11-2-17	TIME: 1:30
PROJECT #:	PA-17-44	
STAFF CONTACT:	Peter Spiv	FEE: 1,000 -

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): 22870 Weatherhill Rd, West Linn

Brief Description of Proposal: Annexation and 12-lot subdivision conforming with R-7 zoning

Applicant's: Emerio Design – Neil Fernando

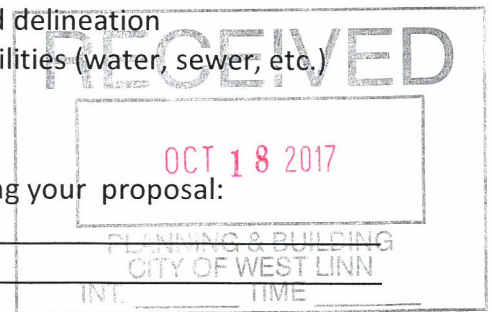
Mailing Address: 6445 SW Fallbrook Place, Ste. 100, Beaverton, OR 97008

Phone No: (503) 746-8812 Email Address: neil@emeriodesign.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 exhibit with 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.

Diana Dean  
Property owner's signature

10-18-17  
Date

David & Diane Dean 22870 Weatherhill Rd., West Linn, OR 97068  
Property owner's mailing address (if different from above)

October 14, 2017

City of West Linn  
C/O Mr. Peter Spir  
22500 Salamo Road  
West Linn, OR 97068

Re: 22870 W. Weatherhill Rd proposed annexation and  
(12) lot subdivision conforming to R-7 zoning.

Dear Peter,

Please find attached:

1. (1) Original Pre-Application Conference Form
2. (10) 11 x17 Preliminary Site Plans
3. Pre-Application Fee in form of a check for \$1,000

This letter and attachments hereto have been submitted in order to request a Pre-Application Conference to discuss the submittal requirements for the annexation and subdivision of the subject property. The site size is approximately 2.56 acres. The site is bordered to the west and south by existing R-7 subdivisions and to the north by R-3 assisted living. The property is bordered to the east by a single unincorporated property and beyond that R-7 subdivision. The existing seasonal drainage way that abuts the southern edge of the property extends ~~XX~~<sup>15</sup> feet north onto the property where it abruptly terminates.

We proposed to annex the property into the City of West Linn and create 12 new R-7 lots. This will be accomplished by extension of the existing Satter Street from the West and by moving the existing house a short distance to the west. We will achieve this outcome through annexation and preparation of an application for subdivision of the property.

The following is a list of questions we would like answered at the Pre-Application Conference.

#### General

1. Regarding access to the development, please confirm whether the proposed access, road layout, and private drive as proposed with dimensions will be acceptable to the City. Can we provide access, all utility connections to the 3 homes off of that are contiguous to Weatherhill? What is the cost sharing arrangement for improvements on Weatherhill Rd?
2. Please confirm zoning of R-7 and general configuration of 12 lots minimum 7,000 SF conforming with R-7 designation. Is density ok? Explanation of FAR? Can we reduce the width of the public road? Is there a minimum radius required for Satter Street? Are there any dedications required?

#### Storm:

3. What is the mapping process moving forward for the existing seasonal drainage way that abuts the southern property line? What is the setback and other



requirements from a drainage way? Can we discharge in to the "drainage way"?  
If so then, is detention required?

Sanitary:

4. Can we pump one house? Capacity? What is the maximum number of houses that can be serviced with pump at private road?

Water

5. Is there capacity for water?

Other

6. It is our intent to move the house to the west to the new lot as indicated. What are the City's requirements for moving the house, including selective demolition, termination of well, and other utilities, architectural, engineering, approvals required and costs associated with this move? What is the process? It is anticipated that the move of the house is an approximate 3-month process.
7. Are there any overlay zones such as wetland, hazardous soils designations, or habitat? Mitigation requirements? What specialist reports or studies will be required in support of annexation and the Land Use Application? Geotechnical Report, Traffic Study, Wetland and Arborists Reports?
8. The partial tree survey identifies tree clusters and significant trees. **TO BE DET.**
9. Please list the approvals required and approximate costs including costs associated with a March annexation ballot and or alternatively assuming a May Ballot? What is the approximate typical schedule moving forward after annexation?
10. Can we submit an application for Preapplication Plat approval at the same time as annexation is progressing?
11. Please note the proposed private drive accessing one lot and potentially for the contiguous property to the east. What are the general design requirements? Do we need a turn around at the end of the private road and access requirements, if any to the detention basin?
12. Please advise as to whether the City has any pending or planned code updates which may affect the application to subdivide the property.
13. Are there any other major issues or other pertinent information regarding the proposed annexation and land division?

**14. CAN WE DO A PARTITION PRIOR TO SUBDIVISION?**

Thank you for your consideration of these questions. Please feel free to give me a call if you have any questions or need additional information or clarifications.

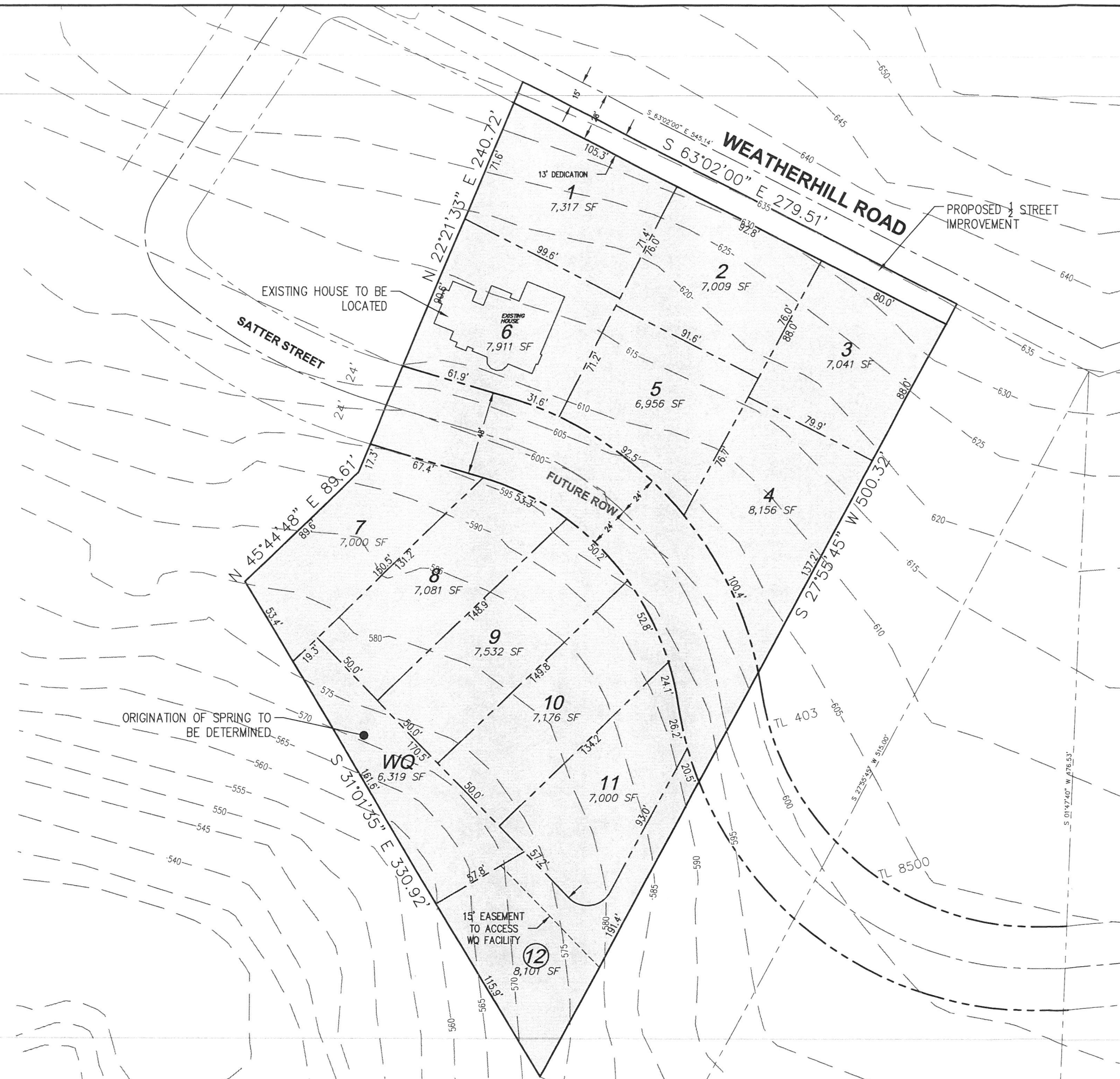
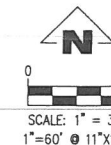
Regards,



Neil Fernando P.E.,  
Emerio Design

Copy:

David Dean  
Bob Schultz  
Rod Friesen



22870 S WEATHERHILL ROAD  
 TAX MAP T2S R1E 35B  
 TAX LOT 405  
 WEST LINN, OREGON

EXHIBIT

NO.	DATE	REVISIONS DESCRIPTION

**EMERIO**  
*Design*  
 6445 SW FALLBROOK PL. SUITE 100  
 BEAVERTON, OREGON 97008  
 PH: (503)-746-8812

- NOTES:
1. TREES TO BE LOCATED
  2. CONTOURS ARE GENERATED FROM GIS MAP