

City of West Linn
PRE-APPLICATION CONFERENCE MEETING
SUMMARY NOTES
September 6, 2018

SUBJECT: Application for subdivision of 2.56 acre property (111,537 square foot) property owned by David and Diana Dean at 22870 Weatherhill Road

FILE: PA-18-25

ATTENDEES: Applicants: Steve Miller & Eric Evans (Emerio Designs) Other Attendees: Ed Schwarz, Roberta Schwarz, Steve & Margot Kelly, Bob Schultz and Jason Arn (TVFR). Staff: Jennifer Arnold (Planning) and Erich Lais (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: 22870 Weatherhill Road (21E35B tax lot 405)

Site Area: 2.56 acre (111,537 square feet)

Neighborhood: Savanna Oaks

Comp. Plan: Low density residential (West Linn)

Zoning: Single-Family Residential Detached and Attached (R-7)

Applicable code: CDC Chapter 12: (R-7 Zone)

CDC Chapter 32: Water Resource Area Protection

CDC Chapter 48: Access, Egress and Circulation

CDC Chapter 85: Land Division

CDC Chapter 92: Required Improvements

PROJECT DETAILS: This property, 22870 Weatherhill Road, was recently approved by City Council to annex into West Linn. The property is 111,537 square feet or approximately 2.56 acres. The property is also zoned R-7 which allows development of 7,000 square foot lots. The applicant is proposing 12 lots and continuing Satter Street through the property. Staff has recommended coordination with the neighboring property at 22864 Weatherhill for necessary easements, road connectivity, and tree protection.

Engineering/TVFR Comments: Contact Erich Lais at elais@westlinnoregon.gov for Engineering comments and Jason Arn at Jason.arn@tvfr.com for TVFR comments.

Neighborhood/Public Concerns: 1. Level of Service (Traffic) on Weatherhill Road and Satter Road; 2. The location of any ephemeral streams or wetlands on the property not to be disturbed; 3. Tree protection; 4. On-street parking on Satter.

PROCESS: The subdivision submittal requirements and approval criteria of CDC Chapter 85 apply. A stormwater report, geotechnical report, tree inventory are required. A traffic Impact Analysis may be required if this project meets the criteria outlined in CDC Chapter 85, or the Public Works Director believes it's necessary. The applicant is required to apply for a Water Resource Area Protection (WAP) permit to define the stream and wetlands on the property. The subdivision application has a deposit fee of \$4,200 plus \$200 per lot. The WAP permit is \$2,600.

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.

A neighborhood meeting is required per CDC 99.038. Follow the requirements of that section explicitly. The site is within the Savanna Oaks neighborhood. Contact their president at SavannaOaksNA@westlinnoregon.gov.

Once the subdivision application and deposit/fee are submitted, the City has 30 days to determine if the application is complete or not. Once the submittal is deemed complete, the City has 120 days to exhaust all local review. The review includes providing notice per CDC Chapter 99 and scheduling a public hearing with the Planning Commission. Appeals of the Planning Commission's decision are heard by City Council and subsequently by the Land Use Board of Appeals.

Typical land use applications can take 6-12 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 are not intended as minutes of the meeting. 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 after 18 months and these notes would no longer be valid. Any changes to the CDC standards may require a different design or submittal.***