

City of West Linn
PRE-APPLICATION CONFERENCE MEETING
SUMMARY NOTES
June 6, 2019

SUBJECT: Proposed six Expedited subdivision at 4096 Cornwall Street.
FILE: PA-19-11
ATTENDEES: Applicants: Rick Givens, Darren Gusdorf, Mark Handris
Staff: Jennifer Arnold (Planning), Erich Lais, (Engineering)
Public: Edward Turkisher, Pam Yokubaitis, Robert Jester, Pia Snyder, John
Whitcher, Christine Henry, Charlene Imholt, Steve Thornton, Randall
Kimsey, Jeanne Kimsey, and Val Devoegele.

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: 4096 Cornwall Street
Tax Not No.: tax lot 6300 of Assessor's Map 21E36BA
Site Area: 2.17 acres
Neighborhood: Sunset NA (Barrington Heights NA on south property line)
Comp. Plan: Low density residential
Zoning: R-10 (Single family residential detached/10,000 square foot minimum lot size)
Applicable code: CDC Chapter 99: Procedures for Decision Making
CDC Chapter 85: Land Division (subdivision)
CDC Chapter 55: Design Review
CDC Chapter 28: Willamette and Tualatin River (WRG/HCA) Protection Area
CDC Chapter 11: R-10

Project Details: The applicant proposes to create 5 additional lots (6 total) for the purposes of residential development. This proposal includes extending Landis Street up to the north at a dead end. There is a proposed, gated, alleyway extending to Cornwall Street for emergency vehicles. This alleyway may also be an access easement to Lot 6. No properties are proposed to access via Cornwall Street. Each lot will have a raingarden for stormwater management and no regional facility is proposed.

Engineering Division Comments

The applicant should contact Erich Lais of the Engineering Department to determine required improvements at elais@westlinnoregon.gov. TVFR comments are available from Jason.arn@tvfr.com

Process

For a standard subdivision the applicant must address the submittal requirements and approval criteria of CDC Chapter 85. There is a deposit/fee of \$4,200 plus \$200 a lot plus final plat fee of \$2,000 and a final inspection fee of \$500.

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 Sunset neighborhood. Please contact the neighborhood president at SunsetNA@westlinnoregon.gov. The Barrington Heights neighborhood is to the south of the property. Please contact the neighborhood president at BHTNA@westlinnoregon.gov.

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, a hearing with the Planning Commission will be scheduled.

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.

Public concerns and questions:

Is Icon planning to incorporate the new homes into our Stonegate Homeowner's Association since it will be on the same street and have common area access? What is the process?

Where will the stormwater outfall be located when it connects with Cornwall Creek?

Neighbors expressed concerns with traffic on Landis and does not want to see a connection of Landis to Cornwall Street.

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.**