

City of West Linn
PRE-APPLICATION CONFERENCE MEETING
SUMMARY NOTES
September 5, 2019

SUBJECT: Proposed 3-lot partition at 1470 Rosemont Road
FILE: PA-19-19
ATTENDEES: Applicant: Greg and Susan McKenzie
Staff: Jennifer Arnold, (Planning); Amy Pepper (Engineering)
Others in Attendance:

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.

Project Details

Site Address: 1470 Rosemont Road
Tax Not No.: 2S 1E 25CA tax lot 1500
Site Area: 1.23 acres (53,474 sq. ft.)
Neighborhood: Parker Crest
Comp. Plan: Low Density Residential
Zoning: R-10: Single-Family Residential, Detached
Environmental Overlays: None
Applicable CDC Chapters: Chapter 11, R-10 Zoning; Chapter 48, Access, Egress, and Circulation, Chapter 85, General Provisions, Chapter 75, Variances and Special Waivers, and Chapter 92, Required Improvements

Summary

The applicant proposes to create two additional lots, for the purpose of constructing detached-single-family homes, by partitioning an approximately 53,474 sq. ft. parcel at 1470 Rosemont Road. This use is permitted outright but, after right-of-way dedications the two new proposed lots would require a Class I Variance to lot size. The new lots would be required to take access via Ridge Lane. The applicant would also be required to dedicate and construct the street improvements to West Linn Engineering Standards along the frontage of the property adjacent to Ridge Lane. Due to this property having double frontage to public right-of-way street improvements are also required along Rosemont Road. No dedication is required along Rosemont Road for these improvements. All utilities would also need to be extended through the subject site. A significant tree inventory is required for all partitions. Please contact the City Arborist to coordinate a significance determination.

There is an existing water line in Skyline Drive, while sanitary sewer and stormwater is available in Firwood Court.

Engineering Comments: contact Amy Pepper at apecpper@westlinnoregon.gov

Tualatin Valley Fire & Rescue Comments: contact Jason Arn at jason.arn@tvfr.com

Process

For the Partition Review, address the submittal requirements and responses to the criteria of CDC Chapter 85 and associated/referenced regulations in Chapters 11, 48, and 92. The application must also address the applicable criteria in CDC Chapter 75 for the Class I Variance on each lot due to the dedication reducing the lot size below 10,000 sq. ft. N/A is not an acceptable response to the approval criteria.

Submittal requirements may be waived by the Planning Manager following a request by the applicant. Such a request must identify the specific grounds for the waiver and must be submitted to the Planning Manager (or designee) in letter form (email is acceptable).

A neighborhood meeting is not required per 99.038.

The deposit for a minor partition is \$2,800 and the fee for each of the Class I Variances is \$825.

You may access the West Linn Community Development Code (CDC) online at <http://westlinnoregon.gov/cdc>.

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 declared complete, staff will prepare a staff report and schedule a date for the Planning Manager's decision. There is a 14-day window following the Planning Manager's decision to appeal the decision to City Council. If no appeal has been received by the close of the appeal period, the Planning Manager's decision is final and the applicant may move forward with the development of their proposal.

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. 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. Any changes to the CDC standards may require a different design or submittal.