

City of West Linn
PRE-APPLICATION CONFERENCE
MEETING SUMMARY NOTES
October 21, 2020

SUBJECT: Adding a pool and retaining walls in the rear yard of 18418 Old River Landing

FILE: PA-20-10

ATTENDEES: Applicant: Matt Edwards, Craig Neubo, Cindy Hovind, and Russ Swalberg
Staff: Jennifer Arnold, Associate Planner; Daniel'le DeVoss, Engineering
Public: None

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: 18418 Old River Landing
Tax Lot No.: 21E 14AD00700
Site Area: 1.15 acres
Zoning: Single-Family Residential Attached, R- 10
Neighborhood: Willamette
Applicable Code: **CDC Chapter 11:** Single-Family Residential Detached, R-10
CDC Chapter 27: Flood Management Areas
CDC Chapter 34: Accessory Structures, Accessory Dwelling Units, and Accessory Uses

Project Details: The applicant proposes a pool and retaining walls for a patio in the rear yard of the property. This section of the property is in the 100 year floodplain and a flood management permit with elevation certificates is required. There is a sewer easement in the rear yard near the proposed patio and pool site. The applicant must locate the sewer line which may be outside the easement area.

Process: The proposal is for a pool and retaining walls for a patio in the rear yard of the property. This area of the property is in the 100 year floodplain and will need to apply for a flood management permit. A pool is considered an accessory structure and must meet the standards in CDC Chapter 34. For the proposal, address the submittal requirements and standards for decision making in the Community Development Code (CDC) chapters 11, 27, and 34. The applicant will need to submit a letter from an engineer certifying that the proposal does not increase the base flood level per FEMA standards. For the Flood Management Area permit, a written narrative addressing the requirements of CDC Chapter 27 is required. The deposit fee of \$1,700.

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.

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 send out public notice of the anticipated Planning

Manager's decision date at least 20 days before it occurs. A sign posted on the site. The Planning Manager's decision may be appealed to City Council by the applicant or anyone with standing.

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. ***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.***

Property images referenced in the pre-application conference



Image 1: This shows the property outlined in blue with a grey shading over the existing patio. Although part of the habitat conservation area, this area allows development. The red shading indicates where development is not permitted.



Image 2: This shows the property outlined in blue with orange shading for the 500 year floodplain, blue for the 100 year floodplain and red/blue hashing to indicate the floodway (development not allowed). The existing patio is shown to be in the 100 year floodplain and the reason for the FMA permit.

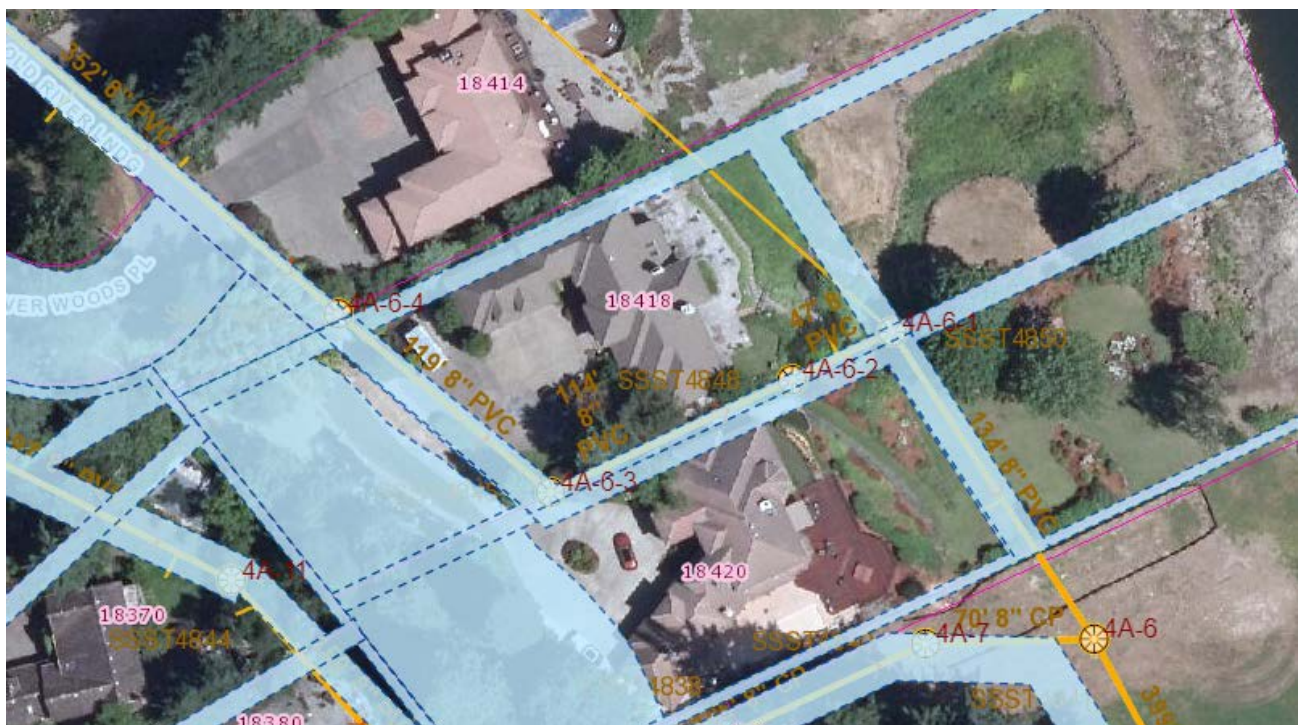


Image 3: Shows the property identified by address and the blue shading indicating easements. The yellow line in the rear hard is a sewer that needs to be identified. The sewer line may or may not be within the easement shown nearby in blue.