

CITY OF WEST LINN
PRE-APPLICATION CONFERENCE MEETING
SUMMARY NOTES
May 5, 2022

SUBJECT: Proposed Minor Partition

FILE: PA-22-13

ATTENDEES: Applicant: Edward Radulescu
Staff: Chris Myers (Planning), Lynn Schroder (Planning), Maryna Asuncion (Engineering) and Justin Loveland (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: 20800 Hidden Springs Road
Tax Lot No.: 21E23CD12300
Site Area: 24,588 Square Feet +/-
Neighborhood: Hidden Springs Neighborhood Association
Comp. Plan: Low Density Residential
Zoning: Single-Family Residential Attached, R-10
Zoning Overlays: N/A
Applicable CDC Chapters: Chapter 11: Single-Family Residential Attached, R-10
Chapter 48: Access, Egress, and Circulation
Chapter 75: Variances and Special Waivers
Chapter 85: Land Division, General Provision
Chapter 92: Required Improvements
Chapter 99: Procedures for Decision Making: Quasi-Judicial

Project Details

Partition one 24,588 square foot lot into two separate tax lots.

Pertinent Factors:

The applicant is proposing a minor partition to create a second buildable tax lot. Discussion was had regarding access to the current and proposed property. There is potential for each lot to have its own accessway depending on distance from one another.

It was also discussed that there will need to be a property dedication along with street improvements to complete the sidewalk connections on both the east and west of the property. See Engineering notes for further information on dedication and street improvements.

Further discussion was had regarding setbacks for both structures. As well as discussion regarding minimum lot size. The proposed new lot will be close in size to the required minimum lot size. It was discussed that the new lot line can have an angle to keep the proposed lot above the required minimum or the applicant can apply for a variance to reduce the minimum from 10,000 to 9500 square feet.

Note that the City is nearing finalization of text amendments related to the implementation of Oregon House Bill 2001 and related legislation. These changes are not expected to substantially change the proposed design, but staff wants you to be aware that a broader variety of housing types may be permitted on your properties. For more information please visit the following website: <https://westlinnoregon.gov/planning/house-bill-2001-phase-2>

Building: For building code and ADA questions, please contact Adam Bernert at abernert@westlinnoregon.gov or 503-742-6054.

Engineering: For work in the right of way and utility questions, please contact Erich Lais at elais@westlinnoregon.gov or 503-722-3434.

Tualatin Valley Fire & Rescue: Please contact Jason Arn at jason.arn@tvfr.com or 503-259-1510 with any questions.

Process: For the proposal, address the submittal requirements and standards for decision making in the Community Development Code (CDC) chapters:

- Chapter 11: Single-Family Residential Attached, R-10
- Chapter 48: Access, Egress, and Circulation
- Chapter 85: Land Division, General Provision
- Chapter 92: Required Improvements
- Chapter 99: Procedures for Decision Making: Quasi-Judicial

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.

The fee for a Minor Partition is \$2800 deposit.

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 complete, the City has 120 days from the date of completeness to make a final decision on the application.

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.