

CITY OF WEST LINN
PRE-APPLICATION CONFERENCE MEETING
SUMMARY NOTES
December 1, 2022

SUBJECT: Class I Historic Design Review for Window Replacement
FILE: PA-22-29
ATTENDEES: Applicant: Kathleen Selvagio, Justin Weeks
Staff: John Floyd (Planning), Lynn Schroder (Planning)
Public: Kathie Halicki (Willamette NA)

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: 1611 6th Avenue
Tax Lot No.: 31E02BC01102
Site Area: 6,500 Square Feet +/-
Neighborhood: Willamette Neighborhood Association
Comp. Plan: Medium Density
Zoning: Residential, R-5
Zoning Overlays: Willamette Historic District
Applicable CDC Chapters: Chapter 25: Historic District
Chapter 99: Procedures for Decision Making: Quasi-Judicial

Project Details

Replace two basement windows with Mavin Ultimate Casement Windows.

Pertinent Factors and Discussion:

The single-family home is located within the Willamette Historic District. The home contains a basement level ADU, approved by the city in 2014 under DR-14-04. The proposal would replace two of the existing windows in the ADU to improve air-flow within the unit, with no change in window size.

During the pre-application meeting, replacement of the rear door was also discussed, and the three-year validity period of historic design review approvals.

Application requirements were discussed and included the following:

- Signed Application Form
- Cut-Sheet detailing the dimensions and materials of the proposed windows and new door
- Photographs of the existing affected facades and existing windows
- A narrative response to all approval criteria in CDC 25.060 and 070.

Building: For building code and ADA questions, please contact Adam Bernert at abernert@westlinnoregon.gov or 503-742-6054, or Alisha Bloomfield at 503-742-6053 or abloomfield@westlinnoregon.gov.

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

- Chapter 25: Historic District



CITY OF
**West
Linn**

PRE-APPLICATION CONFERENCE

Thursday, December 1 2022

Webex*

10:00 am: **Proposed Class 1 Historic Design Review**
Applicant: **Kathy Selvaggio**
Property Address: **1611 6th Avenue**
Neighborhood Assn: **Willamette Neighborhood Association**
Planner: **John Floyd**

Project #: PA-22-29



*The pre-application conference will be conducted on Webex.



Pre-Application Conference Request

For Staff to Complete:

PA 22-29

Conference Date: 12/1/22

Time: 10:00

Staff Contact: John Floyd

Fee: \$0

Pre-application conferences are held on the first and third Thursdays of the month between 9:00 am and 1:00 pm. Appointments must be made by 5:00 pm, 15 days before the meeting date. The applicant has a choice of an in-person or virtual meeting. To schedule a conference, submit this form, a site plan, and accompanying materials through the [Submit a Land Use Application](#) web page. The City will contact you to collect payment. Pre-application notes are valid for 18 months.

Property Owner Information

Name:

Email:

Phone #:

Address:

Applicant Information

Name:

Email:

Phone #:

Address:

Address of Subject Property (or tax lot):

REQUIRED ATTACHMENTS:

- A project narrative with a detailed description of the proposed project. Briefly describe the physical context of the site.
- A list of questions or issues the applicant would like the City to address.
- A dimensional site plan that shows:
 - North arrow and scale
 - Location of existing trees (a tree survey is highly recommended)
 - Streets Abutting the property and width of right of way
 - Location of creeks and/or wetlands (a wetland delineation is highly recommended)
 - Property Dimensions, existing buildings, and building setbacks
 - Slope map (if slope is 25% or more)
 - Location of existing utilities (water, sewer, etc.)
 - Conceptual layout, design, proposed buildings, building elevations, and setbacks
 - Location of all easements (access, utility, etc.)
 - Vehicle and bicycle parking layout (including calculation of required number of spaces, based on use and square footage of building), if applicable
 - Location of existing and proposed access and driveways. Include the proposed circulation system for vehicles, pedestrians, and bicycles, if applicable.
 - Proposed stormwater detention system with topographic contours

I certify that I am the owner or authorized agent of the owner:

APPLICANT:

DATE:

The undersigned property owner authorizes the requested conference and grants city staff the **right of entry** onto the property to review the application.

PROPERTY OWNER:

DATE:

November 10, 2022



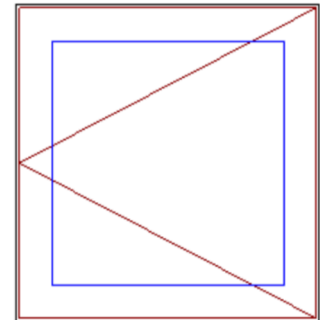
Justin Weeks
503.313.4225
Erin Weeks
503.702.6001
297 S. Settlemier Ave.
Woodburn, OR 97071
CCB# 227894

Historical Review Board West Linn

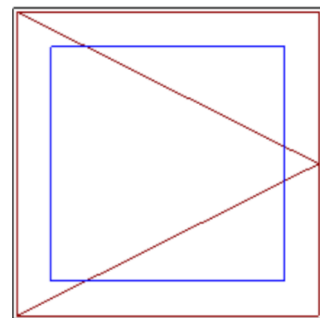
Kathy Selvaggio
1611 6th Ave
West Linn, OR 97068

Basement Windows:

- Install 1 Mavin Ultimate Casement Window.
- Stone white aluminum exterior. Bare pine interior.
- Low-E2 glass with argon.
- White hardware.
- West side of home.
- Window will be installed into existing opening. Cedar trim will be added around the perimeter on the exterior and caulked using a TX-1 polyurethane caulking. Interior will be trimmed using hemlock and caulked using a DAP painters caulking. All nail holes will be filled.



- Install 1 Mavin Ultimate Casement Window.
- Stone white aluminum exterior. Bare pine interior.
- Low-E2 glass with argon.
- White hardware.
- East side of home.
- Window will be installed into existing opening. Cedar trim will be added around the perimeter on the exterior and caulked using a TX-1 polyurethane caulking. Interior will be trimmed using hemlock and caulked using a DAP painters caulking. All nail holes will be filled.



File #: DR-14-04

120 Day Clock for Quasi-Judicial Cases (not legislative)

Ext Initial or Original Expiration Date: _____

Extended to: _____ Extended to: _____

Extended to: _____ Extended to: _____

Attach written Extension Authorization from applicant, applicant's attorney, or authorized designee or reference hearing date where applicant orally stated when it would be extended to or for how many days. *This applies to each extension.*

FINAL DECISION MAILING LIST
Applicant & Persons of Standing/County Surveyor Zone Change

(c: **Kathy Aha** on ZC & Annexation, **DSL** on WRG, FM & ND)

Date Mailed: 8/8/14 *as*

Page: _____ of _____

Applicant:

Kathy Selvaggio

Applicant's Rep:

Ryan Hatch

Interested Parties:

Neighborhood Association:

Persons with Standing:

Persons with Standing:



**STAFF REPORT
PLANNING MANAGER DECISION**

FILE NUMBER: DR-14-04, Class I Historic Design Review

REQUEST: Replacement and enlargement of basement window to meet egress requirements

APPROVAL CRITERIA: Community Development Code (CDC) Chapter 25, Historic Resources

STAFF REPORT PREPARED BY: Sara Javoronok, Associate Planner

Planning Manager's Review *AB*

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GENERAL INFORMATION

APPLICANT: Ryan Hatch

OWNER: Kathy Selvaggio

SITE LOCATION: 1611 6th Avenue

LEGAL DESCRIPTION: Clackamas County Assessor's Map 31E02BC, Tax Lot 1102

SITE SIZE: 5,000 square feet

ZONING: R-5, Single Family Residential Detached and Attached/Duplex

COMP PLAN DESIGNATION: Medium Density

120-DAY PERIOD: The application was complete on July 16, 2014. Therefore, the 120-day application processing period ends on November 13, 2014.

PUBLIC NOTICE: Public notice was mailed to the Willamette Neighborhood Association and to affected property owners on July 25, 2014, a notice posted on the site on July 29, 2014, and the application has been posted on the City's website. Therefore, notice requirements have been satisfied.

BACKGROUND

The subject property is 1611 6th Avenue, which is in the Willamette Historic District, approximately one block south of Willamette Falls Drive.



Front façade of existing residence



West (right) elevation of existing residence, the left window is proposed to be enlarged



Existing basement window and well

Site Conditions. The property accommodates a single family home constructed in 1911 and a c. 1960 non-contributing garage.

Project Description. The property owner is finishing the basement as an accessory dwelling unit. The only exterior change is the proposed enlargement and replacement of a window on the west, or right, elevation to meet egress requirements for the bedroom that will be located in the unit. The proposed window opening will be 24 x 30 inches, which is eight inches wider and two inches taller than the existing window. The proposal is for the increase in height to be accommodated by placing the window lower and increasing the size of the window well. From the street, the window will not appear higher.

Surrounding Land Use. The property is on the western edge of the Willamette Historic District. The properties to the north, east, and south are zoned Single Family Residential, Detached and Attached/Duplex (R-5). The property to the west is zoned Single Family Residential Detached (R-10).

| DIRECTION FROM SITE | LAND USE | ZONING |
|---------------------|-------------------------|--------|
| North | Single family residence | R-5 |
| East | Single family residence | R-5 |
| South | Single family residence | R-5 |
| West | Single family residence | R-10 |

Public comments. To date, staff has not received any comments from the public.

ANALYSIS

CDC Chapter 25, Historic Resources applies to this project, specifically CDC 25.060 Design Standards Applicable to Historic Resources, subsection (A) Standards for Alterations and Additions and CDC 25.070 Additional Standards Applicable to Historic Districts subsection (A). The proposed change requires review since the west (right) elevation faces 15th Street and is considered a primary façade. Egress windows are exempt from review on secondary facades, but not on primary facades.

RECOMMENDATION

Staff recommends approval of the application subject to the following condition:

1. Site Plan, Elevations, and Narrative. The project shall conform to the plans, elevations, and narrative submitted in Exhibit HRB-4.

Notes to applicant.

- Expiration of Approval. This approval shall expire three years from the effective date of this decision.
- Additional Permits Required. Your project may require the following additional permits:
 - Public improvement permit: contact Engineering at (503) 723-5501 or mcoffie@westlinnoregon.gov
 - Public works permit: contact Engineering at (503) 723-5501 or mcoffie@westlinnoregon.gov
 - On-Site Utilities: contact the Building Division at (503) 656-4211, jnomie@westlinnoregon.gov. (Electrical permits are through Clackamas County, not the City of West Linn.)
 - Building permit: contact the Building Division at (503) 656-4211, jnomie@westlinnoregon.gov.
 - Inspections: Call the Building Division's Inspection Line at (503) 722-5509.

APPLICABLE REGULATIONS AND ASSOCIATED SUPPLEMENTAL FINDINGS

DR-14-04

CHAPTER 25, HISTORIC RESOURCES

25.040 HISTORIC DESIGN REVIEW PROCESSES

Proposed changes to historic resources that are not exempted by subsection A of this section, Exemptions from historic design review, are subject to subsection B of this section, Class I historic design review, or subsection C of this section, Class II historic design review. Class I historic design review addresses significant changes that warrant staff review. Class II historic design review addresses major changes including additions and new construction, subject to Historic Review Board approval. The processes for conducting Class I and Class II historic design review are in Chapter 99 CDC.

A. *Exemptions from historic design review. The following are exempt from historic design review:*

...

8. *Egress windows. Addition of egress windows on secondary facades with wood windows or windows that are consistent with subsection (A)(6) of this section.*

B. *Class I historic design review. The following are subject to Class I historic design review to determine their compliance with the applicable approval standards:*

1. *Nonexempt. Items listed in CDC 25.040(A)(1) through (17) that do not qualify for an exemption;*

Finding 1: The proposed change is subject to Class I historic design review since it is located on a primary façade.

25.060 DESIGN STANDARDS APPLICABLE TO HISTORIC RESOURCES

The following design standards apply to all changes, including alterations, additions, and new construction proposed on a designated historic resource. These standards are intended to preserve the features that made the resources eligible for historic designation. Development must comply with all applicable standards, or be approved through the modifications process specified in CDC 25.080.

A. *Standards for alterations and additions. This section applies to historic reviews for alteration of and additions to designated historic resources:*

...

1. *Retention of original construction. The original construction shall be maintained or restored to the greatest extent practicable. Stylistic features of original construction that shall be preserved include, but are not limited to: a line of columns, decorative shingles, projecting bays, other primary structural elements, spatial relationships that characterize the property, examples of skilled craftsmanship that characterize the building, and architectural details defining the structure's character and historic significance.*

Finding 2: The applicant is proposing to finish the basement as an accessory dwelling unit. This requires the enlargement and replacement of an existing west, or right, elevation basement window with a larger window that meets egress requirements for the bedroom in the unit. The existing

window has an opening of approximately 16 x 28 inches and the proposed replacement would have an opening of 24 x 30 inches. The increase in height will be accommodated by placing the window lower. This proposal retains the existing construction to the greatest extent practicable while still allowing for the addition of an accessory dwelling unit that meets building code requirements for egress. The replacement and enlargement of the existing window does not affect a significant stylistic feature of the original construction or an architectural detail that defines the structure's character and affects its historic significance. The criterion is met.

2. Retention of historic material. Removal or alteration of historic materials and features shall be avoided during the construction of new additions or exterior alterations. Whenever possible, deteriorated materials and architectural features shall be repaired rather than replaced. In the event replacement of an existing feature is necessary, new materials shall, to the extent possible, match those of the original building in terms of composition, design, color, texture, and other visual features.

Finding 3: The applicant is proposing to enlarge and replace an existing basement window. The proposed replacement window has a fiberglass exterior and a wood interior. The proposed fiberglass window has visual features similar to the existing wood window. Fiberglass is an appropriate material since it is a basement window and it is minimally visible from the right-of-way. The criterion is met.

15. Window replacement. Replacement of windows or window sashes shall be consistent with the original historic appearance, including the profile of the sash, sill, trim, window plane relative to the building wall plane, light pattern, glass color, profile of mullions and muntins, and color.

Finding 4: The applicant is proposing a basement window with a fiberglass exterior and wood interior. The proposed window will have a similar sash profile, trim, and light pattern to the historic windows. The criterion is met.

25.070 ADDITIONAL STANDARDS APPLICABLE TO HISTORIC DISTRICTS

This section provides additional standards that are applicable to properties within a historic district.

A. Standards for alterations and additions.

- 1. Compatibility with nearby context. Alterations and additions shall be:
 - a. Compatible in scale and mass to adjacent properties; and*
 - b. Constructed such that they maintain the privacy of the residents of adjacent properties through window placement, orientation or landscaping.**

Finding 5: The applicant is proposing to finish the basement as an accessory dwelling unit. This requires the enlargement and replacement of an existing window to meet egress requirements. The proposed alteration is minimal and does not change the scale and mass of the structure. In addition, the enlargement will be somewhat accommodated since the added height will not be visible. The proposed change is minimally visible from the right-of-way and will not affect the privacy of adjacent properties. The criterion is met.

AFFIDAVIT OF NOTICE

We, the undersigned do hereby certify that, in the interest of the party (parties) initiating a proposed land use, the following took place on the dates indicated below:

GENERAL

File No. DR-14-04 Applicant's Name Ryan Blatch, Vanport Manufacturing (Kathleen Selvaggio)
Development Name _____
Scheduled Meeting/Decision Date 8/8/14

NOTICE: Notices were sent at least 20 days prior to the scheduled hearing, meeting, or decision date per Section 99.080 of the Community Development Code. (check below)

TYPE A _____

- A. The applicant (date) _____ (signed) _____
- B. Affected property owners (date) _____ (signed) _____
- C. School District/Board (date) _____ (signed) _____
- D. Other affected gov't. agencies (date) _____ (signed) _____
- E. Affected neighborhood assns. (date) _____ (signed) _____
- F. All parties to an appeal or review (date) _____ (signed) _____

At least 10 days prior to the scheduled hearing or meeting, notice was published/posted:

Tidings (published date) _____ (signed) _____
City's website (posted date) _____ (signed) _____

SIGN

At least 10 days prior to the scheduled hearing, meeting or decision date, a sign was posted on the property per Section 99.080 of the Community Development Code.

(date) _____ (signed) _____

NOTICE: Notices were sent at least 14 days prior to the scheduled hearing, meeting, or decision date per Section 99.080 of the Community Development Code. (check below)

TYPE B

- A. The applicant (date) 1/25/14 (signed) S. Shroyer
- B. Affected property owners (date) 1/25/14 (signed) S. Shroyer
- C. School District/Board (date) _____ (signed) _____
- D. Other affected gov't. agencies (date) _____ (signed) _____
- E. Affected neighborhood assns. (date) 1/25/14 (signed) S. Shroyer
Willamette

Notice was posted on the City's website at least 10 days prior to the scheduled hearing or meeting.

Date: 1/25/14 (signed) S. Shroyer

STAFF REPORT mailed to applicant, City Council/Planning Commission and any other applicable parties 10 days prior to the scheduled hearing.

(date) _____ (signed) _____

FINAL DECISION notice mailed to applicant, all other parties with standing, and, if zone change, the County surveyor's office.

(date) 8/8/14 (signed) S. Shroyer

PUBLIC NOTICE CHECKLIST

DR-14-04
FILE NO.: _____ SITE ADDRESS: 1611 6th Ave.

PROJECT MANAGER: Sara Javoronik DATE: 7/16/14

MAILING DEADLINE DATE (10-day) or 20-day (circle one): 7/25/14

PUBLISH IN LOCAL PAPER (10 days prior): Yes _____ No X

MEETING DATE: NA 8/8/14
Decision

SEND TO (check where applicable):

Applicant: Name: Ryan Hatch Applicant Address: Vanport Manufacturing Inc.
P.O. Box 97 Boring, OR 97009

If Applicant Representative or Owner to receive please list in others below:

School District/Board _____ Division of State Lands _____

Metro _____ US Army Corps of Engineers _____

Tri-Met _____ Stafford-Tualatin CPO _____

Clackamas County _____ City of Lake Oswego _____

ODOT (if on State Hwy. _____ Dept. of Fish & Wildlife _____
or over 40 dwelling units) _____ Other(s): _____

Neighborhood Assn(s). _____

(please specify) Willamette _____

Other(s): Kathy Selvaggio _____

1611 6th Ave. _____

West Linn _____

Other(s): _____

Other(s): _____

**CITY OF WEST LINN
PLANNING MANAGER DECISION
FILE NO. DR-14-04**

The West Linn Planning Manager is considering a Class I Historic Design Review application to enlarge an existing basement window to meet egress requirements at 1611 6th Avenue.

The decision will be based on the approval criteria in chapters 25 of the Community Development Code (CDC). The approval criteria from the CDC are available for review at City Hall, at the City Library, and at <http://www.westlinnoregon.gov/cdc>.

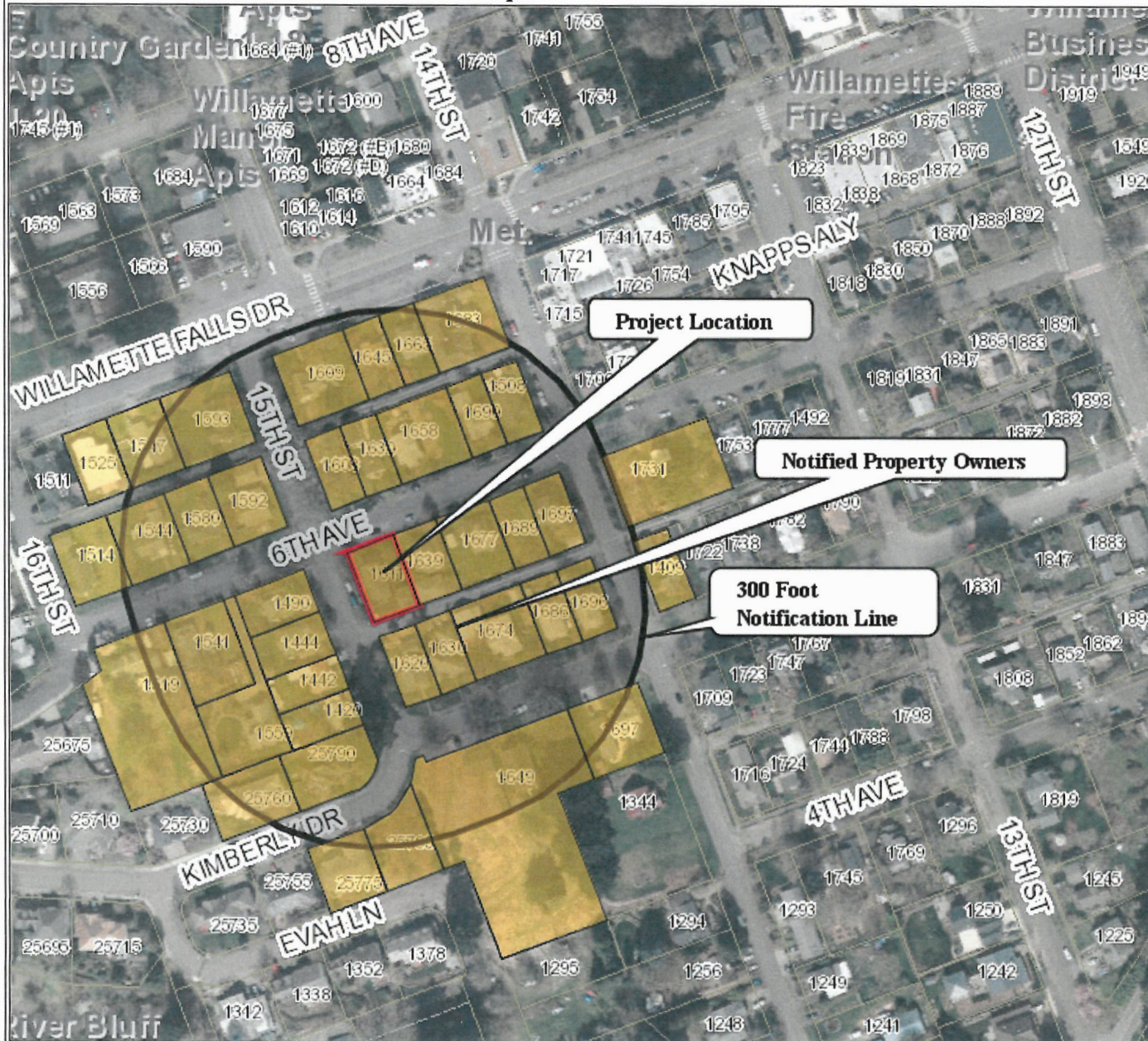
You have received this notice because County records indicate that you own property within 300 feet of this property (Tax Lot 1102 of Clackamas County Assessor's Map 31E02BC) or as otherwise required by the CDC.

All relevant materials in the above noted file are available for inspection at no cost at City Hall, and on the city web site <http://westlinnoregon.gov/planning/1611-6th-avenue-historic-review> or copies may be obtained for a minimal charge per page. Although there is no public hearing, your comments and ideas are invited and can influence the final decision of the Planning Manager. Planning staff looks forward to discussing the application with you. **The final decision is expected to be made on, and no earlier than, August 8, 2014**, so please contact us prior to that date. For further information, please contact Sara Javoronok, Associate Planner, City Hall, 22500 Salamo Rd., West Linn, OR 97068, (503) 722-5512, sjavoronok@westlinnoregon.gov.

Any appeals to this decision must be filed within 14 days of the final decision date with the Planning Department. Failure to raise an issue in person or by letter, or failure to provide sufficient specificity to afford the decision-maker an opportunity to respond to the issue, precludes the raising of the issue at a subsequent time on appeal or before the Land Use Board of Appeals.

SHAUNA SHROYER
Planning Administrative Assistant

1611 6th Avenue Notification Map



Scale 1:2,400 - 1 in = 200 ft
Scale is based on 8-1/2 x 11 paper size



Map created by: SSHROYER
Date Created: 18-Jul-14 08:10 AM

WEST LINN GIS

DISCLAIMER: This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information. Source: West Linn GIS (Geographic Information System) MapOptix.

ARNOLD DAVID L & DEBORAH E HEPLER
1519 6TH AVE
WEST LINN, OR 97068

BEATTY JAMES W & PAULINE
1690 6TH AVE
WEST LINN, OR 97068

BIETSCHEK EDWIN H & MARY T
1442 15TH ST
WEST LINN, OR 97068

BOLLINGER PAUL J
1630 5TH AVE
WEST LINN, OR 97068

BRUNE ROBERT G & KARLYN L
1620 5TH AVE
WEST LINN, OR 97068

BUTGATTI LYDIA C
1630 6TH AVE
WEST LINN, OR 97068

BUTLER KELLY R & STEPHANIE A
1508 14TH ST
WEST LINN, OR 97068

CAMPBELL WILEY & MARY BETH
1559 6TH AVE
WEST LINN, OR 97068

CASSIDY SHARLA J
1580 6TH AVE
WEST LINN, OR 97068

CLARK RICHARD J CO-TRUSTEE
1674 5TH AVE
WEST LINN, OR 97068

CONVERGENT PACIFIC LLC
8975 SW CENTER ST
TIGARD, OR 97223

DONNERBERG LYNDSY
1490 15TH ST
WEST LINN, OR 97068

EARLE CAROL & LANCE
1592 6TH AVE
WEST LINN, OR 97068

GREENWOOD DARRELL W & VICKI M
24323 SW MOUNTAIN RD
WEST LINN, OR 97068

GRESS MARJORIE A
1645 WILLAMETTE FALLS DR
WEST LINN, OR 97068

HAFER SHAREE Q
25775 KIMBERLY DR
WEST LINN, OR 97068

HALE JUDY A
1608 6TH AVE
WEST LINN, OR 97068

JOHNSON SCOTT A & MICHELLE J
1696 5TH AVE
WEST LINN, OR 97068

KILEY STEPHEN H & ROBIN T
25790 KIMBERLY DR
WEST LINN, OR 97068

KINZER NANCY A
25760 KIMBERLY DR
WEST LINN, OR 97068

KNIGHT CHRISTOPHER JON & S JACOBI
1639 6TH AVE
WEST LINN, OR 97068

LENZ H RANDALL & PATRICIA L
1444 15TH ST
WEST LINN, OR 97068

MATILE GEORGE A & OPAL M
1490 WILLAMETTE FALLS DR
WEST LINN, OR 97068

MCCOID PAUL M & LINDA K
1677 SE 6TH AVE
WEST LINN, OR 97068

MEINHARD RICHARD & SANDRA K
PELLENS
3957 E BURNSIDE
PORTLAND, OR 97214

MILLER D ROBERT & DIANA L
21650 SW RIBERA LN
WEST LINN, OR 97068

NELSON GEORGE & BETTY J
1686 5TH AVE
WEST LINN, OR 97068

RAFFETTO DANIEL & S NELSON-
RAFFETTO
4782 COHO LN
WEST LINN, OR 97068

RUNKEL PROPERTIES LLC
5151 FIRWOOD CT
WEST LINN, OR 97068

SAMPSON MICHAEL J & BETHANY
1697 6TH AVE
WEST LINN, OR 97068

SELVAGGIO KATHLEEN A
1611 6TH AVE
WEST LINN, OR 97068

STODDART ROBERT G
1525 WILLAMETTE FALLS DR
WEST LINN, OR 97068

SUPPRESSED NAME
1409 14TH ST
WEST LINN, OR 97068

SWANSON RODNEY D & SUSAN V
HARTFORD
1731 6TH AVE
WEST LINN, OR 97068

TUOR DARREN C & KRISTEN D
1649 5TH AVE
WEST LINN, OR 97068

VONTAGEN FREDERICK W TRSTEE
1102 SW SCHAEFFER RD
WEST LINN, OR 97068

WEBB LONNY R & KRISTINE A
1294 14TH ST
WEST LINN, OR 97068

WILLAMETTE UNITED METH CH
1683 WILLAMETTE FALLS DR
WEST LINN, OR 97068

WOLFE LAWRENCE D
1544 6TH AVE
WEST LINN, OR 97068

WOOLENSACK BARBARA
1697 5TH AVE
WEST LINN, OR 97068

RYAN HATCH
VANPORT MANUFACTURING, INC
P O BOX 97
BORING, OR 97009

MICHAEL SELVAGGIO
WILLAMETTE NA PRESIDENT
1790 FIFTH AVE
WEST LINN OR 97068

MAILED
7-25-14 28

Oregon Historic Site Form

Gross, Edward, House
1611 6th Ave
West Linn, Clackamas County

LOCATION AND PROPERTY NAME

address: 1611 6th Ave appr. addr

West Linn vcnt Clackamas County

Optional Information
assoc addresses:
(former addresses, intersections, etc.)

location descr:
(remote sites)

historic name: Gross, Edward, House

current/
other names:

block nbr: _____ lot nbr: _____ tax lot nbr: 1102

township: 03S range: 01E section: 02 1/4: BC

zip: 97068

PROPERTY CHARACTERISTICS

resource type: Building height (# stories): 2

total # eligible resources: 1 total # ineligible resources: _____

elig. evaluation: eligible/contributing

NR status: Listed in Historic District
(indiv listed only; see Grouping for hist dist)

primary constr date: 1911 (c. secondary date: _____ (c.)
(optional--use for major addns)

NR date listed: _____

primary orig use: Single Dwelling

orig use comments: _____

secondary orig use: _____

prim style comments: _____

primary style: Craftsman

sec style comments: _____

secondary style: Vernacular

siding comments: Narrow bevel. Decorative shingles in gable peak.

primary siding: Horizontal Board

secondary siding: _____

plan type: Bungalow

architect: _____

builder: _____

comments/notes: Ed Gross

GROUPINGS / ASSOCIATIONS

| survey project name or other grouping name | Other (enter description) |
|--|----------------------------|
| COWL Willamette Historic District | Survey & Inventory Project |
| West Linn Survey- Willamette Conservation District, 2006 | Survey & Inventory Project |
| West Linn, Willamette Falls Neighborhood, RLS 2008, 2008 | Listed Historic District |
| Willamette Falls Neighborhood Historic District, 2008 | |

farmstead/cluster name: _____ external site #: WL-2-614
(ID# used in city/agency database)

SHPO INFO FOR THIS PROPERTY

NR date listed: _____ NHD

ILS survey date: _____

RLS survey date: 3/17/2006

Gen File date: _____

106 Project(s)





FOR STAFF COMPLETION

| |
|-----------------------|
| PROJECT NO. |
| STAFF CONTACT |
| NON-REFUNDABLE FEE(S) |
| REFUNDABLE DEPOSIT(S) |
| TOTAL FEES |

DEVELOPMENT REVIEW APPLICATION

Type of Review (Please check all that apply):

- | | | |
|--|---|---|
| <input type="checkbox"/> Annexation | <input checked="" type="checkbox"/> Historic Review | <input type="checkbox"/> Quasi-Judicial Plan or Zone Change |
| <input type="checkbox"/> Appeal and Review * | <input type="checkbox"/> Legislative Plan or Change | <input type="checkbox"/> Street Vacation |
| <input type="checkbox"/> Conditional Use | <input type="checkbox"/> Lot Line Adjustment * / ** | <input type="checkbox"/> Subdivision |
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| <input type="checkbox"/> Easement Vacation | <input type="checkbox"/> Non-Conforming Lots, Uses & Structures | <input type="checkbox"/> Tualatin River Greenway |
| <input type="checkbox"/> Extraterritorial Ext. of Utilities | <input type="checkbox"/> One-Year Extension * | <input type="checkbox"/> Variance |
| <input type="checkbox"/> Final Plat or Plan | <input type="checkbox"/> Planned Unit Development | <input type="checkbox"/> Water Resource Area Protection/Wetland |
| <input type="checkbox"/> Flood Plain Construction | <input type="checkbox"/> Pre-Application Conference * | <input type="checkbox"/> Willamette River Greenway |
| <input type="checkbox"/> Hillside Protection and Erosion Control | | |

Home Occupation, Pre-Application, Sidewalk Use Application*, Sign Review Permit Application*, and Temporary Sign Permit Application require different or additional application forms, available on the City Website or at City Hall.

| | |
|---|---|
| Site Location/Address <i>1611 16th AVE, West Linn</i> | Assessor's Map No. |
| | Tax Lot |
| | Total Land Area |
| Brief Description of Proposal <i>need to enlarge existing window to meet egress for bedroom.</i> | |
| Owner Name & Address <i>Katny Selvaggio 1611 16th Ave</i> | <input type="checkbox"/> Check if this is the applicant. Phone Email |
| Consultant Name & Address <i>Ryan Hatch Vanport Manufacturing Inc. Boring, OR 97009</i> | <input checked="" type="checkbox"/> Check if this is the applicant. Phone <i>503.333.7888</i> Email <i>ryan.hatch@vanport-intl.com</i> |

- All application fees are non-refundable (excluding deposit).
- The owner/applicant or their representative should be present at all public hearings.
- A denial or approval may be reversed on appeal. No permit will be in effect until the appeal period has expired.
- Three (3) complete hard-copy sets (single sided) of application materials must be submitted with this application. One (1) complete set of digital application materials must also be submitted on CD in PDF format. If large sets of plans are required in application please submit only two sets.**

* No CD required / ** Only one copy needed

The undersigned property owner(s) hereby authorizes the filing of this application, and authorizes on site review by authorized staff. I hereby agree to comply with all code requirements applicable to my application. Acceptance of this application does not infer a complete submittal. The applicant waives the right to the provisions of ORS 94.020. All amendments to the Community Development Code and to other regulations adopted after the application is approved shall be enforced where applicable. Approved applications and subsequent development is not vested under the provisions in place at the time of the initial application.

Applicant's signature

7/14/14
Date

Owner's signature

7/16/14
Date



EXISTING BASEMENT WINDOW
AND WELL.

PROPOSED IS INCREASING WIDTH
AND HEIGHT OF WINDOW AND
WIDTH AND DEPTH OF WELL
TO MEET EGRESS REQUIREMENTS.

Ryan Hatch
Vanport Manufacturing Inc
PO Box 97
Boring Or, 97009
CCB#188407

To: City of West Linn
Historic Review

Application Narrative

Location is 1611 6th Ave West Linn. Plans for in-law quarters were submitted July 1, 2014 in which the following detail was noted. Existing window in area designated in submitted plans, as bedroom, will require that existing window be replaced with larger window for egress requirement.

25.040-A-8

The existing window is approx. 2' x 2.5' and will require a larger 2.5' x 3' wood framed casement window for egress opening requirement.

25.060 A-1, 2, 15

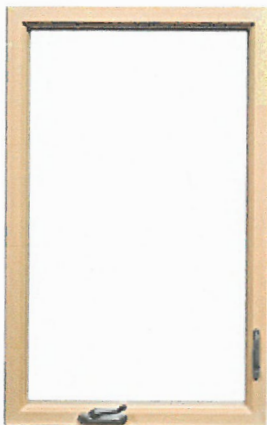
By using a wood framed window and casement style (one sash opening to 90 degrees) we maintain the same look and style of window present in the home. By increasing the depth of the well and keeping the current window height above grade the same we will comply with criteria found in CDC 25.060 and 25.070 - A.1

The trim and paint schemes will remain as seen in picture provided of existing window. 25.070 A.1

Thank you,

Window style proposed:

Milgard casement Essence Series wood window



Javoronok, Sara

From: Ryan Hatch <ryan.hatch@vanport-intl.com>
Sent: Thursday, July 17, 2014 8:56 AM
To: Javoronok, Sara
Subject: Re: West Linn - 1611 6th Ave.

Perfect. We plan on using the exact same trim style nothing will change appearance wise. Thank you very very much for all your help with this.
Have a great vacation.

On Jul 17, 2014, at 8:45 AM, "Javoronok, Sara" <sjavoronok@westlinnoregon.gov> wrote:

Ok, thanks. That should be good. My report will likely have a condition that it has the same width trim as the existing window.

Sara

Sara Javoronok
sjavoronok@westlinnoregon.gov
Associate Planner
22500 Salamo Rd
West Linn, OR 97068
P: (503) 722-5512
F: (503) 656-4106
Web: westlinnoregon.gov

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West Linn Sustainability Please consider the impact on the environment before printing a paper copy of this email.
Public Records Law Disclosure This e-mail is subject to the State Retention Schedule and may be made available to the public.

From: Ryan Hatch [<mailto:ryan.hatch@vanport-intl.com>]
Sent: Thursday, July 17, 2014 8:34 AM
To: Javoronok, Sara
Subject: Re: West Linn - 1611 6th Ave.

Yes that is the measurements for the existing window.
In order to meet the egress requirements I am proposing that we use a new window who's rough opening is 30 x 36. That way we have a window opening of 24 x 30.
The top of the existing window and the top of new window will be in the same location I will increase the height of the new window by lowering the existing windowsill. I will widen the current window by 12" to get the 24" window opening

Thanks

On Jul 17, 2014, at 8:15 AM, "Javoronok, Sara" <sjavoronok@westlinnoregon.gov> wrote:

Is that the current one? I need the opening, frame, and trim for the proposed window – in your application it was much larger and I wasn't sure what that counted.

Sara

Sara Javoronok
sjavoronok@westlinnoregon.gov
Associate Planner
22500 Salamo Rd
West Linn, OR 97068
P: (503) 722-5512
F: (503) 656-4106
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From: Ryan Hatch [<mailto:ryan.hatch@vanport-intl.com>]

Sent: Thursday, July 17, 2014 7:59 AM

To: Javoronok, Sara

Subject: Re: West Linn - 1611 6th Ave.

Thank you Sara,

The measurement on the window is 18 1/2 x 30. That's interior opening.

Thanks

Ryan

On Jul 16, 2014, at 4:58 PM, "Javoronok, Sara" <sjavoronok@westlinnoregon.gov> wrote:

Ryan,

See below in blue for responses.

Let me know if you have other questions.

Sara

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[<mime-attachment.jpg>](#)[<mime-attachment.jpg>](#)[<mime-attachment.jpg>](#)

Sara Javoronok
sjavoronok@westlinnoregon.gov
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Public Records Law Disclosure This e-mail is subject to the State Retention Schedule and may be made available to the public.

From: Ryan Hatch [<mailto:ryan.hatch@vanport-intl.com>]

Sent: Wednesday, July 16, 2014 4:35 PM

To: Javoronok, Sara

Subject: Re: West Linn - 1611 6th Ave.

Thank you Sara,

I appreciate you working I this before heading out for what I hope is a great vacation.

I'll get you the dimensions on the existing window no later then tomorrow am.

Can you clarify for me the dates. Your email reads as though we will have a decision about the window by August 8. And then a final report 14 days later. Is the 120 days am amount the city reserves the right to take if necessary? Yes. Could it be less time till we know how to proceed with the work? August 8th is the earliest date I'll have the report ready. We're required to send out the notice of that date at least 14 days in advance. People can file an appeal in the 14 days after the decision date. So, by around 8/22 you'll be completely set to proceed, anything earlier than that would be at your own risk. The Building Department is also reviewing your plans and will let you know any revisions that they have.

Thank you for your help and patience with me. This is my first historic review in West Linn.

Sincerely

Ryan

On Jul 16, 2014, at 3:38 PM, "Javoronok, Sara"
<sjavoronok@westlinnoregon.gov> wrote:

Ryan,

Attached is the letter declaring your application complete. A notice will also go out to you, the neighborhood association, and the properties within 300 ft. letting them know about the proposal and giving them an opportunity to comment. There will be a decision on or after August 8, 2014 and it will become final 14 days after the decision date. There is an opportunity for people with standing to appeal during that period.

Also, as mentioned in the letter, I would like clarification on the dimensions of the existing and proposed windows in the narrative you submitted. Per the City's measurements, the opening of the existing window is smaller than stated in the narrative. Please provide the dimensions of the opening, frame, and exterior trim on the proposed window.

Let me know if you have any questions.

Thanks.

Sara

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Sara Javoronok
sjavoronok@westli
Associate Planner
22500 Salamo Rd
West Linn, OR 9706
P: (503) 722-5512
F: (503) 656-4106
Web: [westlinnoreg](#)

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Public Records Law Disclosure This e-mail is subject to the State Retention Schedule and may be made available to the public.

[<Complete Letter.pdf>](#)



CITY OF
West Linn

July 16, 2014

Ryan Hatch
Vanport Manufacturing Inc.
Boring, OR 97029

VIA E-MAIL AND U.S. MAIL

SUBJECT: DR-14-04 – 1611 6th Ave.

Dear Mr. Hatch:

The Planning Department finds that this application is **complete** as of July 16, 2014. The City now has 120 days (until Thursday, November 13, 2014) to exhaust all local review per state statute. The application will shortly be scheduled for a Planning Director's decision. The City will send you a copy of the decision notice at least 14 days before the decision date.

While your application is complete, I would like clarification on the dimensions of the existing and proposed windows in the narrative you submitted. Per the City's measurements, the opening of the existing window is smaller than stated in the narrative. Please provide the dimensions of the opening, frame, and exterior trim on both the existing and proposed windows.

Please contact me at 503-722-5512 or by email at sjavoronok@westlinnoregon.gov if you have any questions or comments.

Sincerely,

Sara Javoronok
Associate Planner

Cc: Kathy Selvaggio, 1611 6th Ave., West Linn, OR 97068



DEVELOPMENT REVIEW APPLICATION

| FOR STAFF COMPLETION | |
|-----------------------|----------|
| PROJECT NO. | DR-14-04 |
| STAFF CONTACT | SARA |
| NON-REFUNDABLE FEE(S) | 100 |
| REFUNDABLE DEPOSIT(S) | — |
| TOTAL FEES | 100 |

Type of Review (Please check all that apply):

- | | | |
|--|---|---|
| <input type="checkbox"/> Annexation | <input checked="" type="checkbox"/> Historic Review | <input type="checkbox"/> Quasi-Judicial Plan or Zone Change |
| <input type="checkbox"/> Appeal and Review * | <input type="checkbox"/> Legislative Plan or Change | <input type="checkbox"/> Street Vacation |
| <input type="checkbox"/> Conditional Use | <input type="checkbox"/> Lot Line Adjustment * / ** | <input type="checkbox"/> Subdivision |
| <input type="checkbox"/> Design Review | <input type="checkbox"/> Minor Partition (Preliminary Plat or Plan) | <input type="checkbox"/> Temporary Uses * |
| <input type="checkbox"/> Easement Vacation | <input type="checkbox"/> Non-Conforming Lots, Uses & Structures | <input type="checkbox"/> Tualatin River Greenway |
| <input type="checkbox"/> Extraterritorial Ext. of Utilities | <input type="checkbox"/> One-Year Extension * | <input type="checkbox"/> Variance |
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| <input type="checkbox"/> Flood Plain Construction | <input type="checkbox"/> Pre-Application Conference * | <input type="checkbox"/> Willamette River Greenway |
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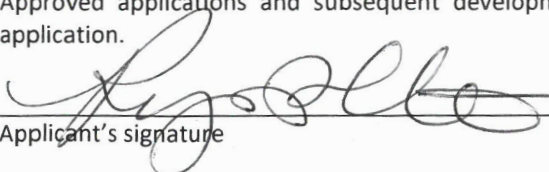
Home Occupation, Pre-Application, Sidewalk Use Application*, Sign Review Permit Application*, and Temporary Sign Permit Application require different or additional application forms, available on the City Website or at City Hall.

| | |
|---|---|
| Site Location/Address <i>1611 16th Ave, West Linn</i> | Assessor's Map No. |
| | Tax Lot |
| | Total Land Area |
| Brief Description of Proposal <i>need to enlarge existing window to meet egress for bedroom.</i> | |
| Owner Name & Address <i>Katny Salvaggio 1611 16th Ave</i> | <input type="checkbox"/> Check if this is the applicant. Phone Email |
| Consultant Name & Address <i>Ryan Hatch vauport manufacturing inc. Boring, OR 97009</i> | <input checked="" type="checkbox"/> Check if this is the applicant. Phone <i>503.333.7888</i> Email <i>ryan.hatch@vauport-intl.com</i> |

- All application fees are non-refundable (excluding deposit).
- The owner/applicant or their representative should be present at all public hearings.
- A denial or approval may be reversed on appeal. No permit will be in effect until the appeal period has expired.
- Three (3) complete hard-copy sets (single sided) of application materials must be submitted with this application.**
One (1) complete set of digital application materials must also be submitted on CD in PDF format.
If large sets of plans are required in application please submit only two sets.

* No CD required / ** Only one copy needed

The undersigned property owner(s) hereby authorizes the filing of this application, and authorizes on site review by authorized staff. I hereby agree to comply with all code requirements applicable to my application. Acceptance of this application does not infer a complete submittal. The applicant waives the right to the provisions of ORS 94.020. All amendments to the Community Development Code and to other regulations adopted after the application is approved shall be enforced where applicable. Approved applications and subsequent development is not vested under the provisions in place at the time of the initial application.

| | |
|---|----------------|
|  | <i>7/14/14</i> |
| Applicant's signature | Date |
| Owner's signature | Date |

Ryan Hatch
Vanport Manufacturing Inc
PO Box 97
Boring Or, 97009
CCB#188407

To: City of West Linn
Historic Review

Application Narrative

Location is 1611 6th Ave West Linn. Plans for in-law quarters were submitted July 1, 2014 in which the following detail was noted. Existing window in area designated in submitted plans, as bedroom, will require that existing window be replaced with larger window for egress requirement.

25.040-A-8

The existing window is approx. 2' x 2.5' and will require a larger 2.5' x 3' wood framed casement window for egress opening requirement.

25.060 A-1, 2, 15

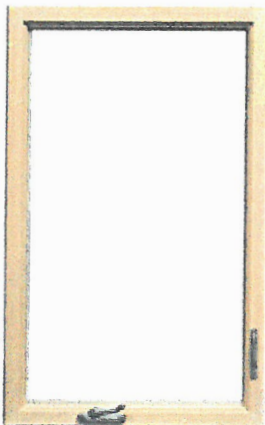
By using a wood framed window and casement style (one sash opening to 90 degrees) we maintain the same look and style of window present in the home. By increasing the depth of the well and keeping the current window height above grade the same we will comply with criteria found in CDC 25.060 and 25.070 - A.1

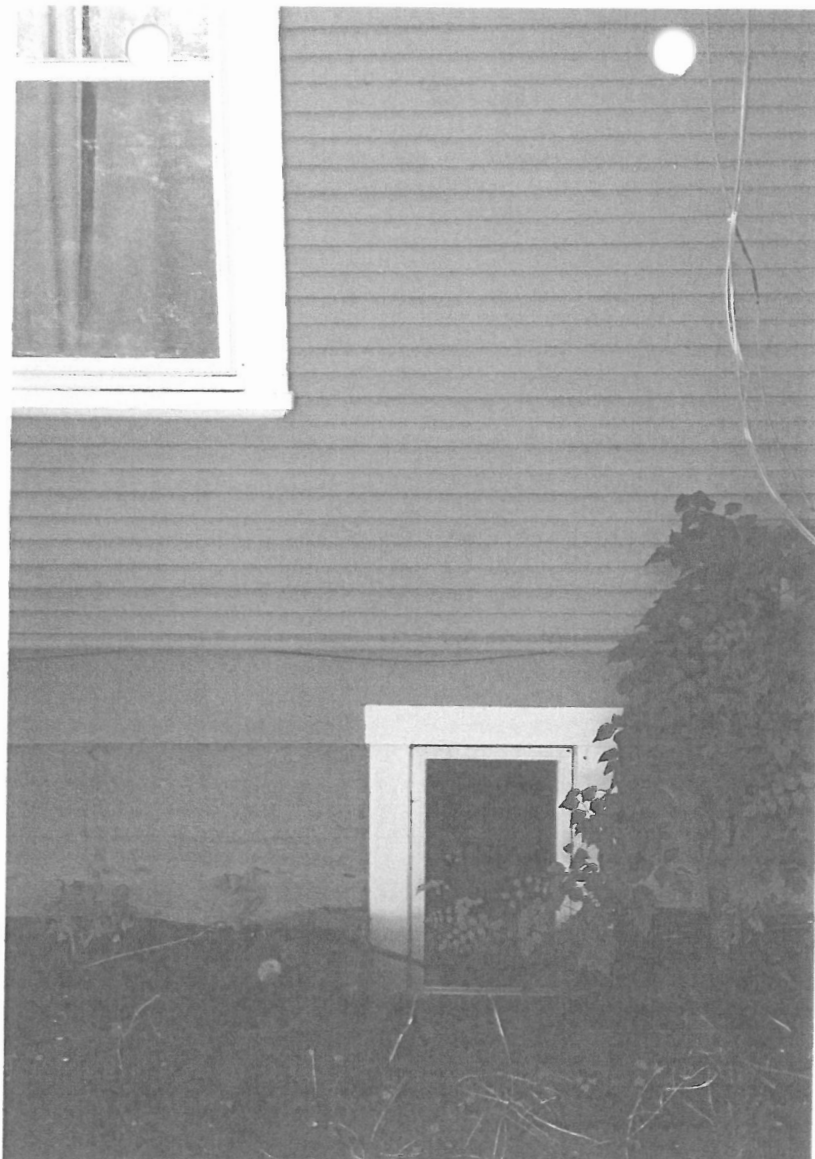
The trim and paint schemes will remain as seen in picture provided of existing window. 25.070 A.1

Thank you,

Window style proposed:

Milgard casement Essence Series wood window





EXISTING BASEMENT WINDOW
AND WELL.

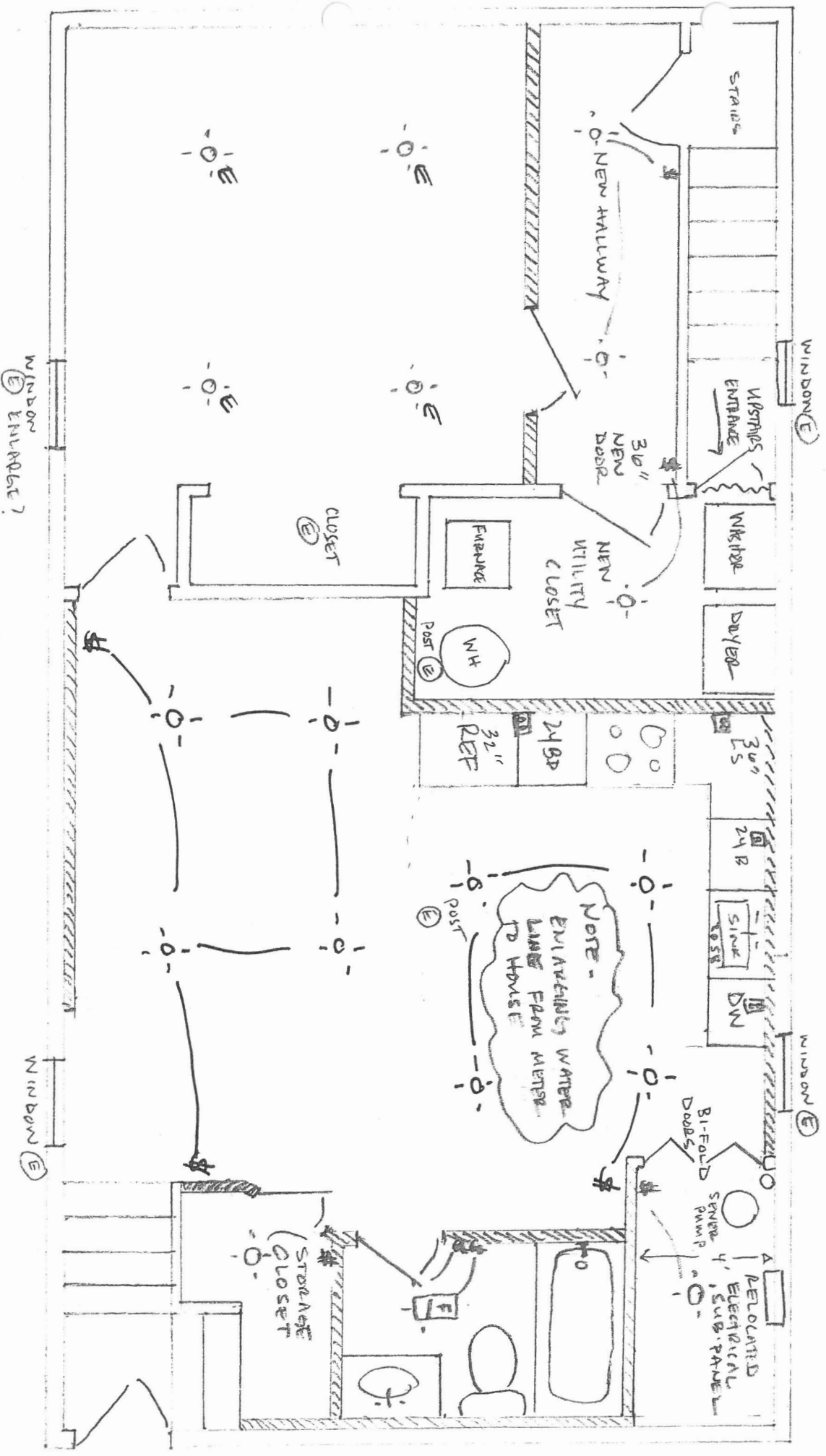
PROPOSED IS INCREASING WIDTH
AND HEIGHT OF WINDOW AND
WIDTH AND DEPTH OF WELL
TO MEET EGRESS REQUIREMENTS.

HOME OWNER:
 KATHY SELVAIGID
 1011 6TH AVE
 WEST LIND, OR

NEW FRAMING 2x4 - 16" OC
 CEILING HEIGHT 7'8"

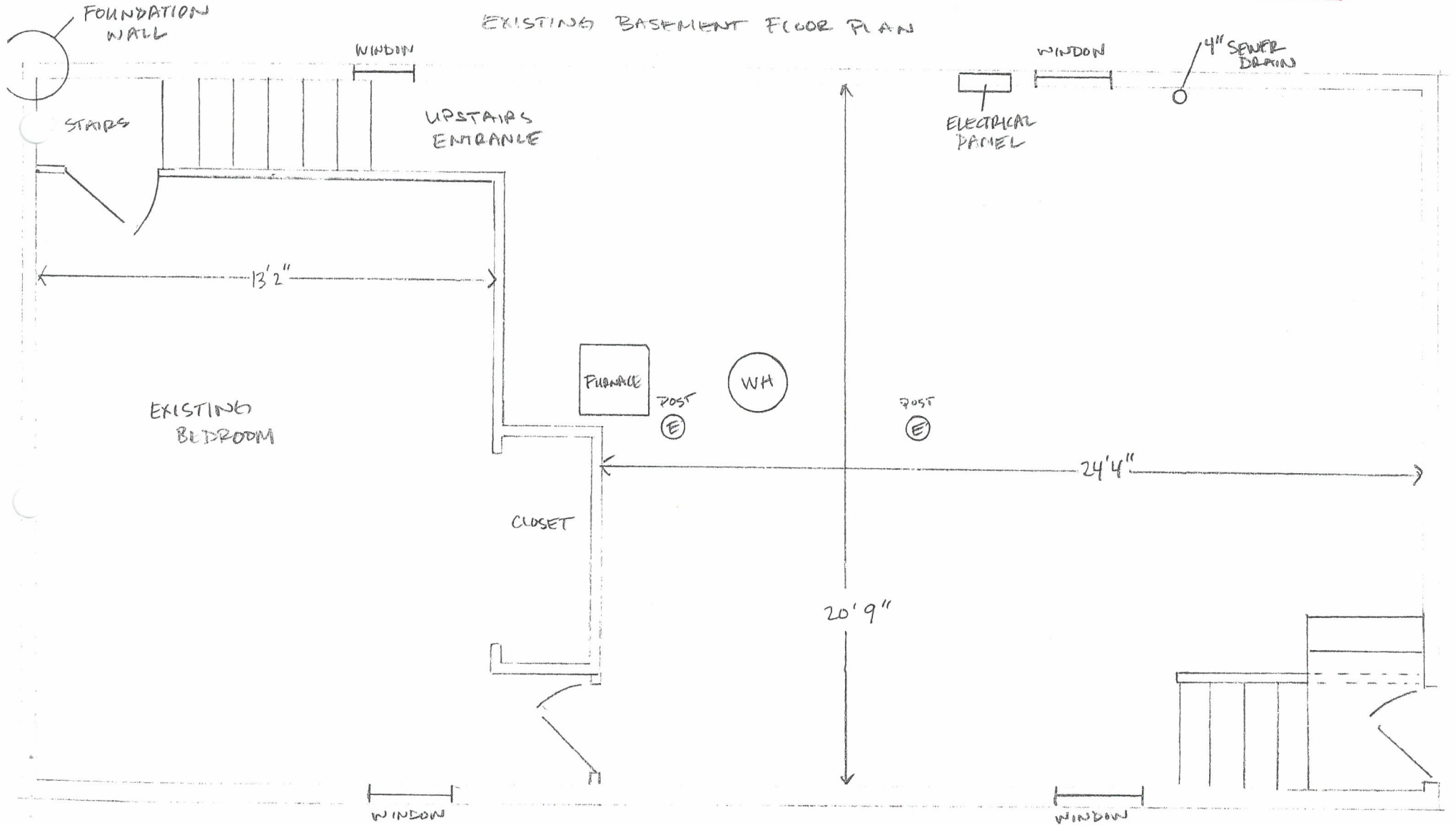
COMPACTOR:
 VANDORT MANUFACTURING
 P.O. BOX 97
 BORING, OR 97009
 LIC # 198407

NEW FLOOR PLAN (1/4" = 1" SCALE)



This Plan has been Reviewed & Complies w/
 By _____ Date _____
 Building: _____
 Planning: _____
 Engineering: _____
 Parks: _____

EXISTING BASEMENT FLOOR PLAN



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 Class I Design Review is a \$100 fee.

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.