



PRE-APPLICATION CONFERENCE

Thursday, September 21, 2023

Willamette Room*
City Hall
22500 Salamo Rd
West Linn

10:00 am: **Proposed Minor Partition or Subdivision**
Applicant: **Elena Krivonogoff**
Property Address: **4092 Norfolk**
Neighborhood Assn: **Sunset Neighborhood Association**
Planner: **John Floyd**

Project #: **PA-23-17**



*The pre-application conference will be conducted virtually. If you require special assistance under the Americans with Disabilities Act, please call City Hall 48 hours before the meeting date, 503-657-0331.



Pre-Application Conference Request

For Staff to Complete:

PA PA-23-17

Conference Date: 9/21/23

Time: 10:00am

Staff Contact: John Floyd

Fee: \$1,200

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:

**PRE-APP NARRATIVE
PARTITION/SUBDIVISION
4092 NORFOLK STREET**

I. GENERAL INFORMATION

Owner/Applicant: Elena Krivonogoff
4092 Norfolk Street
West Linn, OR 97068
503-704-6141

Applicant's Representative: Paul H. Roeger
CMT Surveying & Consulting
20330 SE Hwy. 212
Damascus, Oregon 97089
503-850-4672
503-860-2545 Cell

Surveyor: David Roeger, PLS
CMT Surveying & Consulting
20330 SE Hwy. 212
Damascus, OR 97089
503-850-4672

Tax Lot Information: Tax Map 2S-1E-36AC, Tax Lot 1400

Location: 4092 Norfolk Street

Current Zoning: R-7, S-F Residential

Site Area: 45,826 square feet (1.05 Acres)

Water District: City of West Linn

Sanitary Sewer: City of West Linn

Surface Water Mgmt.: City of West Linn

Fire District: Tualatin Valley Fire & Rescue

Power: Portland General Electric

Telephone: Century Link

Cable: Comcast

Gas: Northwest Natural

**PRE-APP NARRATIVE
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II. REQUEST – APPROVALS SOUGHT

The Applicant, Elena Krivonogoff, desires to Partition this property into three parcels, one with the existing house and two for future development. The subject site is approximately 45,826 square feet (1.05 Acres) in size and is located at 4092 Norfolk Street (Tax map 2S-1E-36AC, tax lot 1400). The parcel currently has one single-family home with a detached garage. The existing house and garage will remain on Parcel 1 with direct frontage on Norfolk Street and will be approximately 17,016 square feet, which well exceeds the required 7,000 square feet of the R-7 zone. The other two parcels will be 14,265 square feet and 14,545 square feet with direct access to Norfolk Street.

A potential subdivision would leave the existing house on the above mentioned Parcel 1 (Lot 1 of the subdivision), and provide four additional lots at an average of 48-foot wide and 7,200-square feet each.

III. SITE DESCRIPTION AND SURROUNDING AREA

Location and Parcel Description:

The site is generally located on the West side of Norfolk Street and opposite Southslope Way. The property is described as Tax Lot 1400 of Tax map 2S-1E-36AC.

The site is bordered on the East by Norfolk Street, on the North by the City of West Linn Public Works Operations facility, on the West by property zoned R10, and on the South other property zoned R7. This parcel of property has approximately a 10% slope from Northwest to Southeast with approximately a 34-foot drop from the Northwest corner to the Southeast corner in 340 feet. The house is setback 48.8-feet from the front property line, 19-feet from the North property line, with 60.4-feet from the rear property line with a garage at 47.7-feet from the rear property line. The property is 150-feet deep from Norfolk Street and approximately 305-feet wide, North to South.

The site is surrounded by developed single-family residential land, with the City of West Linn Public Works Operations facility on the North. If that facility is ever vacated and sold by the City, additional residential development could take place..

Norfolk Street is classified as a Local Street with a current right-of-way width of 60-feet along the frontage. Norfolk Street is a curbed 36-foot wide street with curb on both sides and curb tight sidewalk along the East side and along properties to the North and South on the West side, but no sidewalk along the frontage of this property.

This property has approximately 48 trees on it, including some in the Norfolk Street right-of-way near the South end of the property. Most of the trees are evergreen with approximately 9 deciduous trees.

Site access:

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PARTITION/SUBDIVISION
4092 NORFOLK STREET**

Access to the property is directly from Norfolk Street with a couple of asphalt approaches for the existing house and two gravel driveways. Access for the new parcels will be directly from Norfolk Street. Sidewalk can be constructed as part of any development on these two vacant parcels. There is 12-feet from the existing curb to the property line, so even a setback sidewalk with a planter strip between the curb and sidewalk could be constructed without any additional right-of-way dedication.

IV. PROPOSAL SUMMARY

The applicant wants to retain the existing house on the Northern parcel and create two new parcels South of the existing house for sale or future development.

Transportation:

A Transportation Impact Analysis is not required for this Partition. No additional development is proposed at this time.

Street:

Norfolk Street is an existing 36-foot-wide curbed asphalt paved street within a 60-foot right-of-way. There is no sidewalk along this property frontage, however, there is curb tight sidewalk to the North and South of this property along the West side of the street and there is curb tight sidewalk along the East side of Norfolk Street.

This property is approximately 520-feet South of Sunset Avenue and 160-feet North of Fairhaven Drive.

Storm Drainage:

An infiltration test will be done on the property to determine if infiltration is an option for new impervious surfaces. If the infiltration rate is greater than 2-inches/hour an infiltration system will be constructed and used per City of West Linn standards.

Water:

The property is served domestic water by the City of West Linn. There is a 6-inch ductile water main on the West side of Norfolk Street from the North line of the property to Southslope Way. The existing house is served by a meter directly in front of the house and an old service exists opposite Southslope Way that served a house that was previously on this property. The service for the existing house will continue to serve the existing house. New services will be installed as necessary under the future development of the property. There are two existing nearby fire hydrants, one just North of the Northeast corner of the property on the West side of Norfolk Street and one at the

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4092 NORFOLK STREET**

Southeast corner of Norfolk Street and Southslope Way. This main will need to be extended for future development South of Southslope Way.

Sanitary Sewer:

Sanitary sewer is available from an 8-inch main line in Norfolk Street 7-feet East of centerline from Southslope Way North 170-feet. There is an existing 4-inch lateral to the existing house near the middle of the property and there appears to be two additional laterals to the property.

Other Utilities:

There is an existing power pole near the Northeast corner of the property and one further South, just South of Southslope Way. Power is served to the existing house from the pole near the NE corner of the property. All new power, telephone and cable may or may not be installed underground, depending on the utility company allowances and requirements, since City of West Linn requirements do not require undergrounding on parcels less than 1-acre in size.

There is existing 1-inch gas main on the West side of Norfolk Street, but there is no service into the existing house. Any new gas service will come directly from this gas main on the West side of Norfolk Street.

4092 Norfolk St

PRE-APP

9-07-2023

1. Can we just partition off the existing house?
2. If not, do we have to do a full subdivision at this time, or can we just partition it into three parcels that could be divided in the future?
3. If we are allowed to do a partition, will we need to do any street improvements at this time, or can they be done as part of the development of each parcel?
4. What street improvements will be required, either now or in the future?
5. It appears that the waterline in Norfolk Street only goes as far South as Southslope Way. If that is correct, what will we need to do to develop the Southern part of the property?
6. It also appears that the sanitary sewer does NOT go South of Southslope Way. If that is true, how can we serve the Southern portion of the property?
7. We believe the existing house is connected to the sanitary sewer in Norfolk Street.
8. Was the old house on the Southern portion of the property connected to City sewer?
9. Does the City know how infiltration of stormwater is in this area? Will we be able to use drywells?
10. If the property were rezoned to R-5, or R-4.5 what would be the City process and what potential development could occur?

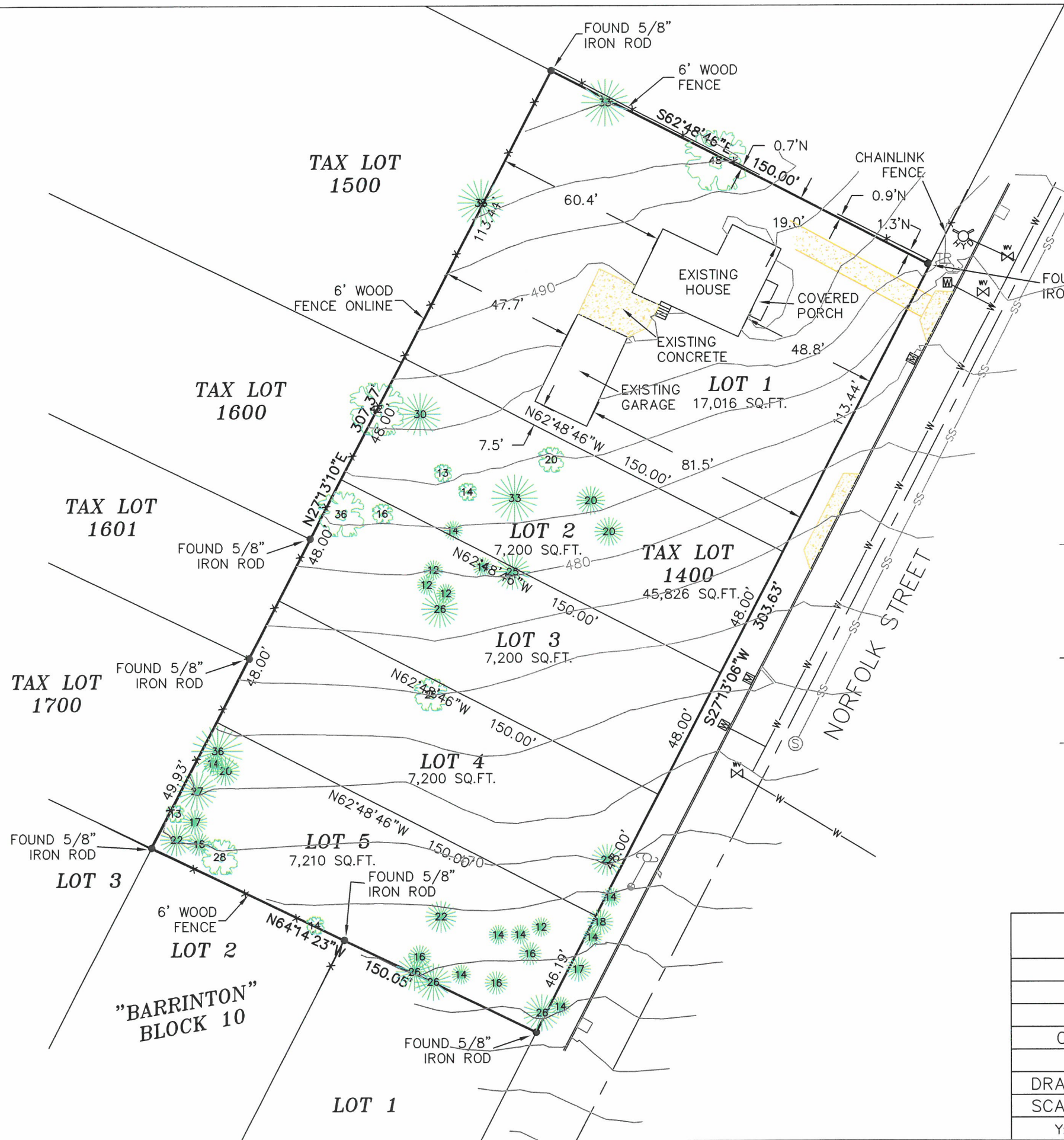


SCALE 1" = 40'

REGISTERED
PROFESSIONAL
LAND SURVEYOR

David Roeger
OREGON
SEPTEMBER 11, 2018
DAVID ROEGER
86811

EXPIRES DECEMBER 31, 2024



LEGEND

- EXISTING DECIDUOUS TREE W/ TRUNK DIAMETER (INCHES)(CL=CLUSTER)
- EXISTING CONIFEROUS TREE W/ TRUNK DIAMETER (INCHES)(CL=CLUSTER)
- EXISTING TELEPHONE RISER
- EXISTING POWER POLE
- EXISTING GUY ANCHOR
- EXISTING OVERHEAD POWER LINES
- EXISTING FIRE HYDRANT
- EXISTING WATER METER
- EXISTING WATER VALVE
- EXISTING UNDERGROUND WATER
- EXISTING CATCH BASIN
- EXISTING SANITARY MANHOLE
- EXISTING SANITARY SEWER LINE
- EXISTING MAILBOX
- FOUND MONUMENTS
- EXISTING GRAVEL
- EXISTING CONCRETE

PROPOSED SUBDIVISION	
NW 1/4 OF SEC 36,	
T2S, R1E, W.M.	
CITY OF WEST LINN	
CLACKAMAS COUNTY, OREGON	
AUGUST 23, 2023	
DRAWN: JMR	CHECKED: DMR
SCALE 1"=40' ACCOUNT #500-1385	
Y:\500-1385\DWG\5001385PRELIMSUB	

4092 NORFOLK STREET

CMT SURVEYING AND CONSULTING
20330 SE HIGHWAY 212
DAMASCUS, OR 97089
PHONE (503) 850-4672 FAX (503) 850-4590

"BARRINTON"
BLOCK 10