



CITY OF
**West
Linn**

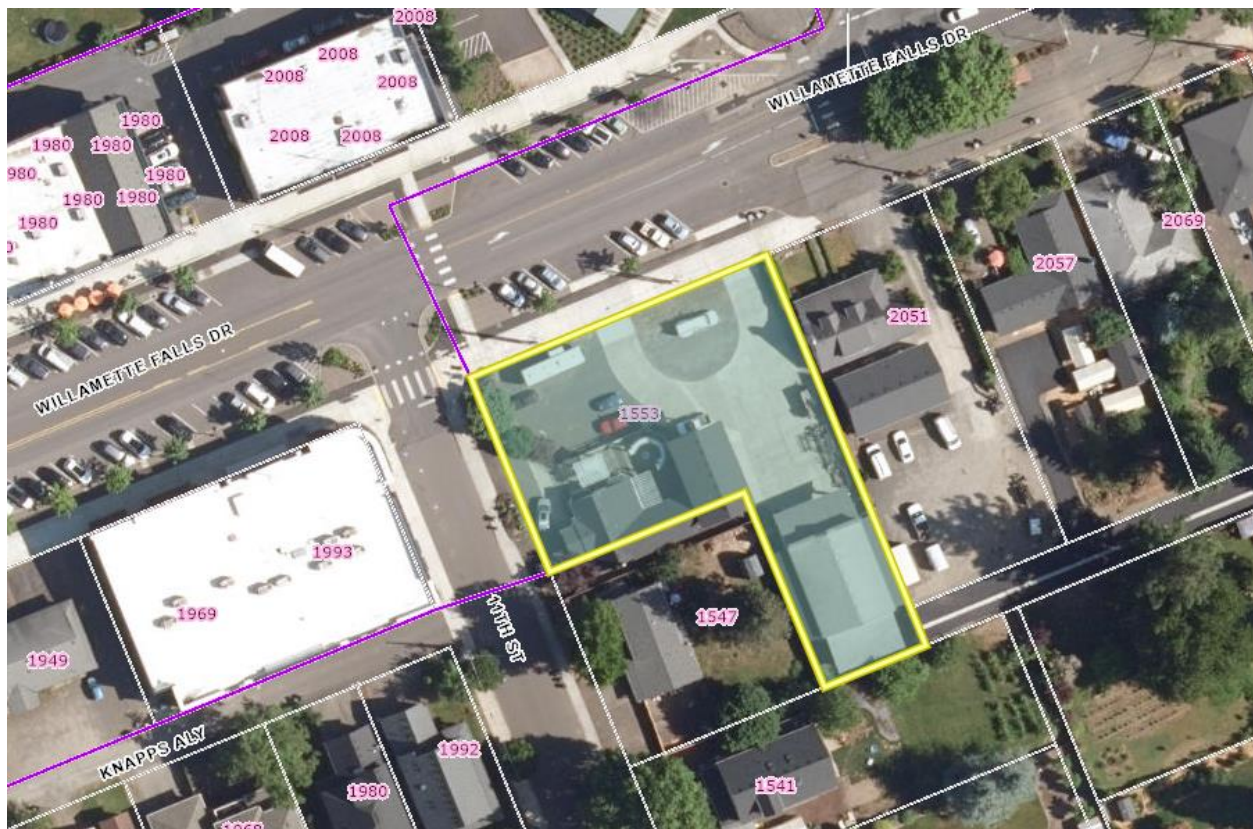
PRE-APPLICATION CONFERENCE

Thursday, January 16, 2025

**Willamette Room
City Hall
22500 Salamo Rd
West Linn**

11:00 am: Proposed Food Cart Pod
Applicant: David Lawrence, applicant
Property Address: 1552 11th St
Neighborhood Assn: Willamette Neighborhood Association
Planner: Chris Myers

Project #: PA-25-02





Pre-Application Conference Request

For Staff to Complete:

PA PA-24-02

Conference Date:

1/16/25

Time: 11:00am

Staff Contact:

Chris Myers

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-application Conference - Project Narrative

Date: 12-18-24

Property: 1553 11th St, Corner of Willamette Falls Drive

Tax Lot#: 31E02BA04900

This project consists of turning the Willamette Falls Drive frontage of property at 1553 11th St. West Linn into a food cart business.

The project area is approximately 55' deep x 158' of Willamette Falls Dr. frontage, This includes 23' for access for existing business Pool and Spa House.

Its proposed to have 8 food carts and a 24' x 32' gazebo with 2 bathrooms (men & women) and a small bar.

24' x 32' Gazebo would have a 10' Ceiling ht. and a total ht at roof ridge of no more than 15'

Also proposed is a future larger bar in the existing garage shown on Site Plan.

All utilities are proposed to be underground ie: water, sewer, electrical and gas.

All areas of existing gravel to be paver-stones, except the 768 sq.ft. gazebo/bathrooms are concrete floor.

We want to make this project an exceptional place to dine and be a Community Hub.

Applicant questions for review:

1. There is a 4" sewer main at the property line, will that be sufficient for this project? We really don't want to tear up any of the new Willamette Falls Dr. Street and Sidewalk Improvements finished this year!
2. There is currently a 5/8" water meter with a newer 1" copper main to the existing house off of 11th street and a newer 3/4" water line to the site. Will there be any need for alterations to that existing water supply to the proposed project site?

Drawings provided for review:

Site Plan for proposed work scaled at 1" = 20'

Plans for proposed work 11" x 17" scaled at 1"= 10'

Elevations and architectural drawings to be available at a later date by Eslin Architects P/C.

Planting Area + Pavers

Cross Walk

Pavers

WILLAMETTE FALLS DRIVE

6" CURB ON STREET PARKING (3)

ON STREET PARKING (3)

4' TREE LINE + PAVERS

DRIVEWAY

DRIVEWAY

6' BIKE LANE

6" CURB

CONCRETE

12' SIDEWALK

158.7'

11th St

PROPERTY CORNER

RET WALL W/ 42" FENCE PLANTER

EXIST SIGN

9'x20' #1

9'x20' #2

KEEP EXISTING MAPLE

FOOT TRAFFIC ACCESS + TABLE/UMBRELLA

PLANTING AREA

4" SEWER MAIN

PROP CORNER

Signs P+SH PARKING ONLY

32'x24' GAZEBO

ENTRANCE

PAVERS W/TABLES + UMBRELLA

SEWER + POWER + GAS?

EXIST. STORM

EXIST. SEWER

UTILITY HUB (2)

UTILITY HUB (2)

UTILITY HUB (2)

CONC. SIDEWALK

PAVERS

24x24 SEATING AREA (COVERED)

#3 9x20

EXISTING CONCRETE

PAVER AREA W/TABLES + UMBRELLAS

EXISTING DRIVEWAY

NEW CONCRETE RET WALL

MINI BAR 8'x12' ICE + REFRIG MEN WOMEN

#4 9'x20

Recycle Canopies

EXIST CONCRETE RET WALL

EXISTING FENCE + GATES

EXISTING CONCRETE PATIO

EXIST STAIR

PROPOSED FUTURE BAR AREA 24'x36'

SEWER + ELECTRIC

REMOVES EXISTING PLANTER

EXISTING GRAVEL

EXIST. STORM

EXIST CONCRETE

11th STREET - FOOD CARTS - REVISED 11/26/24

6' SIDE WALK

P+SH PARKING ONLY

SCALE 1" = 10' / 1553 11th St. West Lynn, OR