



PRE-APPLICATION CONFERENCE

Thursday, February 6, 2025

Willamette Room
City Hall
22500 Salamo Rd
West Linn

11:00 am: Proposed Cottage Cluster
Applicant: Marl Lisac, applicant
Property Address: 2011 13th St
Neighborhood Assn: Willamette Neighborhood Association
Planner: Chris Myers

Project #: PA-25-04





City of West Linn

Planning & Development • 22500 Salamo Rd #1000 • West Linn, Oregon 97068
Telephone 503.742.6060 • westlinnoregon.gov

Pre-Application Conference Request

For Staff to Complete:

PA	25-04	Conference Date:	2/6/25	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: **Laurie Huskey**
Email: **scotthuskey60@gmail.com**
Phone #: **503-939-6925**
Address: **2008 13th Street, West Linn, OR 97068**

Applicant Information

Name: **Mark Lisac**
Email: **mlisac@comcast.net**
Phone #: **503-970-7723**
Address: **PO Box 2422, Clackamas, OR 97015**

Address of Subject Property (or tax lot): **2011 13th Street**

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: **Mark Lisac**

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: **Laurie Huskey**

DATE: **1/15/2025**



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- Proposed stormwater detention system with topographic contours

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

Lisac Brothers Construction, Inc.
APPLICANT: Mark Lisac

DocuSigned by:

Mark Lisac

DATE: 1/15/2025 | 5:08 PM PST

858B13F0D99A4BE

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: Laurie Huskey

DATE:

**PRE-APP SUBDIVISION NARRATIVE
COTTAGE CLUSTER
201113th Street**

I. GENERAL INFORMATION

Applicant: Mark Lisac
PO Box 2422
Clackamas, OR 97015
503-970-7723

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

Property Owners: Laurie Huskey
2008 13th Street
West Linn, OR 97068
503-939-6925

Tax Lot Information: Tax Map 2S-1E-35CC, Tax Lot 5001

Location: 2011 13th Street

Current Zoning: R-7, Residential, which includes Cottage cluster

Site Area: 18,610 square feet

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

QUESTIONS FOR PRE-APP
FOR
4-LOT SUBDIVISION

1. Can we connect sewer to the North within the Water Resource Area (WRA)? If not, we propose to connect 4 private sewer lines to the West in the existing street which shall meet plumbing code, one sewer line per house within a joint ingress/egress/utility easement.
2. Can roof stormwater/driveway stormwater discharge to the ditch/WRA to the North? If not, can we discharge to the existing stormwater system to the West in the cul-de-sac?
3. Is stormwater quality and/or retention required for the private driveways/roof drains?
4. We propose to bank 4 water meters at the property line to the West along the cul-de-sac and serve each house privately with independent water lines – comments?
5. We propose a minimum 20' paved fire truck access, ingress, and egress. The fire truck access distance is not to exceed 150' from the public street and any point around any house will be less than an additional 150' for a fire hose – comments?
6. Is a traffic impact study required for 4 houses?
7. Verify the WRA has previously been established along the 20 feet South of the Northern property line?
8. Verify all exterior lot line setbacks to be 10' and interior lot line setbacks to meet the minimum ORSC of 3'?
9. Verify the required number of parking spaces per cottage cluster house and required size?
10. Verify the setback from the WRA is 0'?
11. Verify all trees on the property can be removed to accommodate the development of 4 single family cottage cluster homes on 4 fee simple lots?
12. Verify the location and size of the proposed common space area meets the code requirements?
13. Verify a sidewalk is not required alongside the paved portion of the proposed private ingress/egress/utility easement?
14. Verify no additional public improvements are required including any improvements to the WRA?

**PRE-APP SUBDIVISION NARRATIVE
COTTAGE CLUSTER
201113th Street**

II. REQUEST - APPROVALS SOUGHT

The Applicant, Mark Lisac, desires to subdivide this property into 4-Lots to construct 4 cottage cluster homes, one home on each lot. The subject site is approximately 18,610 square feet (0.43 Acres) in size and is located behind 2011 13th Street (Tax map 2S-1E-35CC, tax lot 5001). The parcel was created under City of West Line file MIP-22-06/WAP-22-04. It is Parcel 2 of Partition Plat 2024-015, Clackamas County Plat Records and is currently vacant with some trees that are intended to be removed before development. The minimum sized lot will be approximately 3500 to 7000 square feet with a common area between two of the units. The existing 30-foot-wide flagpole will be a Access and Utility Easement with a driveway and underground utilities to 13th Street.

III. SITE DESCRIPTION AND SURROUNDING AREA

Location and Parcel Description:

The site is generally located on the East side of 13th Street and directly on the South side of Interstate 205. The property is described as Tax Lot 5001 of Tax map 2S-1E-35CC.

The site is bordered on the West by 13th Street and TL 5000 of Tax map 2S-1E-35CC, and on the North by Interstate 205. Property to the West, across 13th Street is zoned R-7, however, property to the Southwest is zoned R-10 and property to the South fronting 13th Street is zoned R-7 and property South and East is zoned General Commercial. This parcel of property is generally flat with only 5 feet of fall from 13th Street to 350 feet to the Eastern portion of the property.

The site is zoned R-7 Residential which allows Cottage Cluster housing on the City of West Linn Zoning Map. The site is surrounded by developed commercial and single-family residential land with very little potential for additional development on any of the surrounding properties.

13th Street is classified as a Local Street with a current right-of-way width of 48 feet along the frontage and 55 feet of right-of-way width South of this property.

Site access:

Access to the property is directly from 13th Street with a new concrete driveway approach and sidewalk and gravel along the 30-foot-wide flagpole. A new 20-foot-wide asphalt paved driveway will be constructed to serve all 4 new lots.

**PRE-APP SUBDIVISION NARRATIVE
COTTAGE CLUSTER
2011 13th Street**

IV. PROPOSAL SUMMARY

The applicant wants to subdivide the property into 4 new lots and develop Cottage Cluster housing with one unit on each lot.

Transportation:

We don't believe a Transportation Impact Analysis is required for this Partition. Only four additional dwelling units will be added to the site on this very low volume local street.

Street:

13th Street is an existing 26- to 28-foot-wide paved street within a 48-foot right-of-way plus the paved cul-de-sac at the North end with curb only South of the cul-de-sac on the East side and even less on the West side opposite the frontage of this property. A new driveway approach and sidewalk have been constructed on the frontage of the flagpole. The curb extends South of this property all the way to 8th Avenue on both sides of 13th Street, but no sidewalk.

The 13th Street right-of-way ends with a cul-de-sac reserved by the City from right-of-way given to the City by ODOT in 1974. ODOT originally acquired the right-of-way in 1968 as part of property purchased for construction ofl-205. In 2008 the City relinquished part of what ODOT had given them in 1974 back to ODOT but kept a cul-de-sac configuration as shown on our Existing Conditions Site Plan, per City Resolution No. 08-36. The cul-de-sac area is paved.

Storm Drainage:

Onsite run-off generated from new impervious surfaces greater than 1,000 square feet will be captured and conveyed per City requirements to the nearest public stormwater system or to the drainage system at the rear of the property.

Water:

The property receives domestic water service from the City of West Linn. There is an 8-inch ductile iron water main in the center of 13th Street. The intent is to install four new meters within 13th Street right-of-way with individual services to each new home. The nearest existing fire hydrant is located across the street near the Southwest corner of the property.

**PRE-APP SUBDIVISION NARRATIVE
COTTAGE CLUSTER
2011 13th Street**

Sanitary Sewer:

Sanitary sewer is available from a 10-inch main line in 13th Street and along the North side of the property. The desire is to install one new individual lateral from the main along the North property line for each new home.

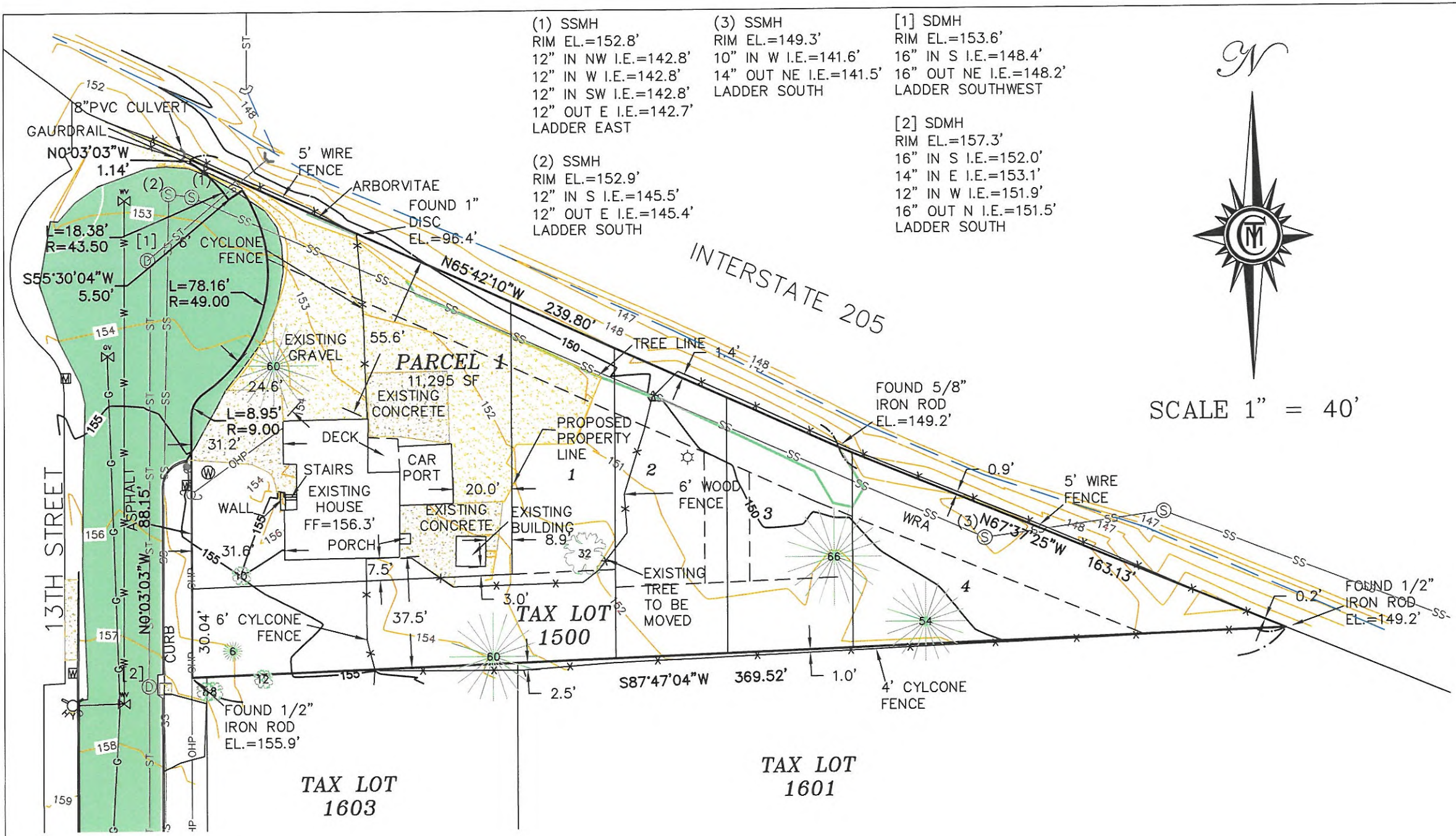
Other Utilities:

There is existing power within 13th Street right-of-way from which to install service to these four lots. 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 an existing I-inch gas main on the West side of 13th Street should a new gas service be desired for these new homes.

Water Resource Area:

Bemert Creek is located within the I-205 right-of-way approximately 10 to 12-feet North of the Northern property line and flows from West to East parallel with the property line. A Natural Resource Assessment was conducted in 2019 by Cari Cramer, Schott and Associates and updated in 2022. A copy was included with the previous Partition application. We believe the Water Resource Area has been reduced to the Northern 20-feet of this property during the approval of Partition Plat 2024-015.



- (1) SSMH
RIM EL.=152.8'
12" IN NW I.E.=142.8'
12" IN W I.E.=142.8'
12" IN SW I.E.=142.8'
12" OUT E I.E.=142.7'
LADDER EAST
- (2) SSMH
RIM EL.=152.9'
12" IN S I.E.=145.5'
12" OUT E I.E.=145.4'
LADDER SOUTH
- (3) SSMH
RIM EL.=149.3'
10" IN W I.E.=141.6'
14" OUT NE I.E.=141.5'
LADDER SOUTH
- [1] SDMH
RIM EL.=153.6'
16" IN S I.E.=148.4'
16" OUT NE I.E.=148.2'
LADDER SOUTHWEST
- [2] SDMH
RIM EL.=157.3'
16" IN S I.E.=152.0'
14" IN E I.E.=153.1'
12" IN W I.E.=151.9'
16" OUT N I.E.=151.5'
LADDER SOUTH



SCALE 1" = 40'

LEGEND

- EXISTING DECIDUOUS TREE W/ TRUNK DIAMETER (INCHES)(CL=CLUSTER)
- EXISTING CONIFEROUS TREE W/ TRUNK DIAMETER (INCHES)(CL=CLUSTER)
- EXISTING GUY ANCHOR
- EXISTING LIGHT POLE
- EXISTING OVERHEAD POWER LINES
- EXISTING FIRE HYDRANT
- EXISTING WELL
- EXISTING WATER METER
- EXISTING WATER VALVE
- EXISTING UNDERGROUND WATER
- EXISTING GAS VALVE
- EXISTING UNDERGROUND GAS LINE
- EXISTING SANITARY MANHOLE
- EXISTING STORM MANHOLE
- EXISTING SANITARY SEWER LINE
- EXISTING STORM SEWER LINE
- EXISTING MAILBOX
- EXISTING FENCE
- EXISTING STREAM
- FOUND MONUMENTS
- EXISTING GRAVEL
- EXISTING CONCRETE
- EXISTING ASPHALT

NOTES

1. THE PURPOSE OF THIS MAP WAS TO SHOW THE EXISTING CONDITIONS FOR 2011 13TH STREET.
2. THE BASIS OF BEARINGS WAS PER PARTITION PLAT NO. 2008-068 CLACKAMAS COUNTY RECORDS.
3. LOCAL DATUM WAS ESTABLISHED BY GPS OBSERVATION NAVD 88.
4. THIS MAP WAS PREPARED FOR THE EXCLUSIVE USE OF SCOTT HUSKEY.
5. THIS MAP WAS PREPARED BY PLAT RECORDS, CALCULATED DATA, AND FIELD MEASUREMENTS, A RECORDED PARTITION PLAT WILL NOT BE FILED AT A DATE TO BE DETERMINED.
6. ALL UTILITY LOCATIONS ARE SHOWN BY ABOVE GROUND FEATURES AND LOCATION OF PAINT MARKS SUPPLIED BY THE LOCAL UTILITY COMPANIES. CMT TAKES NO RESPONSIBILITY OF UNDERGROUND LOCATION. PLEASE NOTIFY THE UTILITY NOTIFICATION CENTER BEFORE ANY DIGGING 1-800-332-2344.

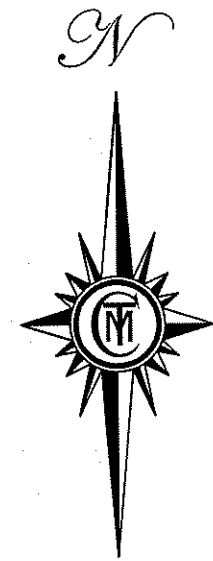
REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
SEPTEMBER 11, 2018
DAVID ROEGER
86811

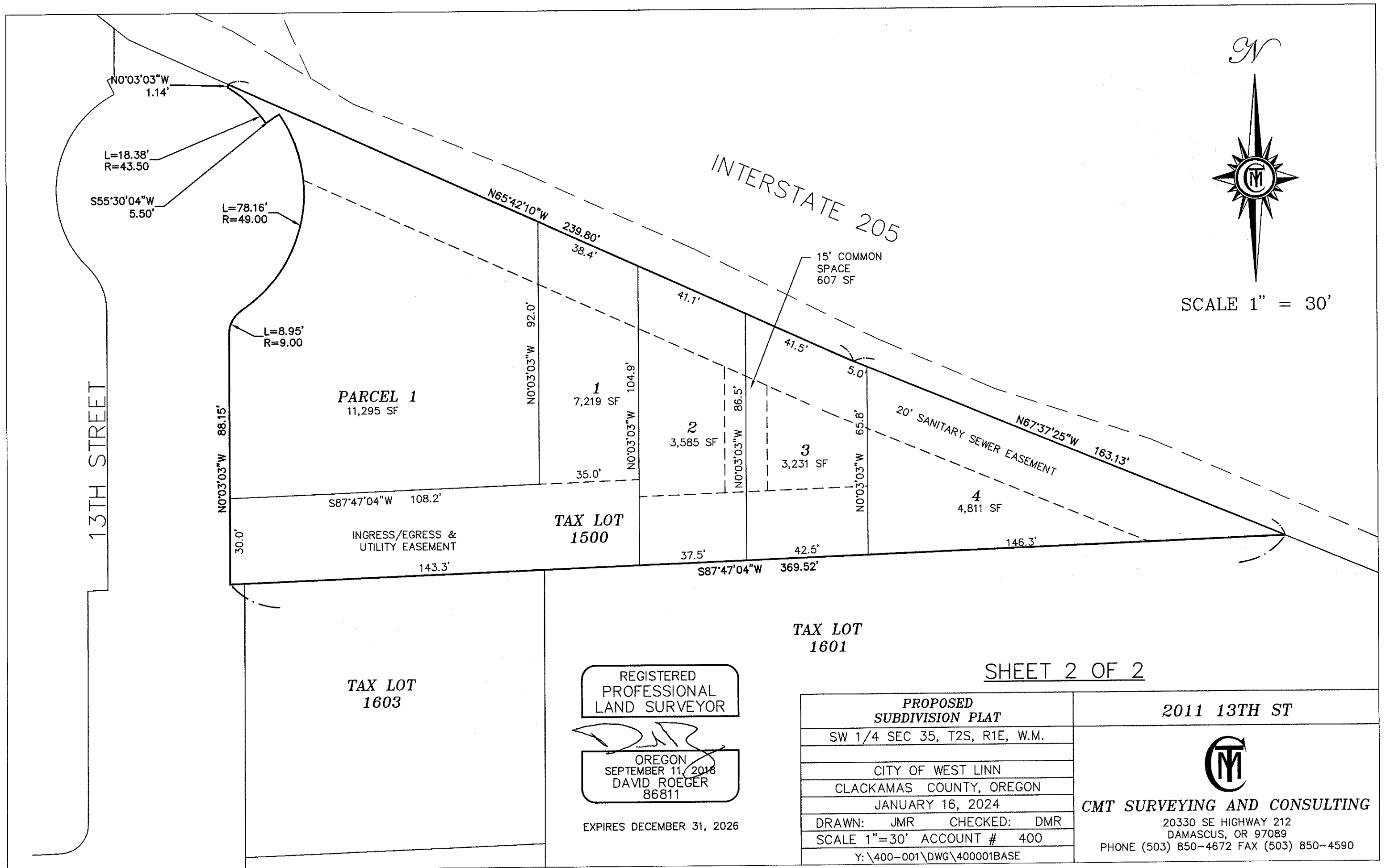
EXPIRES DECEMBER 31, 2026

SHEET 1 OF 2

EXISTING CONDITIONS & PROPOSED SUBDIVISION PLAT SW 1/4 SEC 35, T2S, R1E, W.M.	2011 13TH ST
CITY OF WEST LINN CLACKAMAS COUNTY, OREGON JANUARY 16, 2025	
DRAWN: JMR CHECKED: DMR SCALE 1"=40' ACCOUNT # 400 Y:\400-001\DWG\400001BASE	CMT SURVEYING AND CONSULTING 20330 SE HIGHWAY 212 DAMASCUS, OR 97089 PHONE (503) 850-4672 FAX (503) 850-4590



SCALE 1" = 30'



13TH STREET

INTERSTATE 205

PARCEL 1
11,295 SF

1
7,219 SF

2
3,585 SF

3
3,231 SF

4
4,811 SF

S87°47'04"W 108.2'

INGRESS/EGRESS &
UTILITY EASEMENT

TAX LOT 1500

TAX LOT 1601


TAX LOT 1603

REGISTERED
PROFESSIONAL
LAND SURVEYOR

David Roeger
OREGON
SEPTEMBER 11, 2018
DAVID ROEGER
86811

EXPIRES DECEMBER 31, 2026

SHEET 2 OF 2

PROPOSED SUBDIVISION PLAT	2011 13TH ST
SW 1/4 SEC 35, T2S, R1E, W.M.	 CMT SURVEYING AND CONSULTING 20330 SE HIGHWAY 212 DAMASCUS, OR 97089 PHONE (503) 850-4672 FAX (503) 850-4590
CITY OF WEST LINN	
CLACKAMAS COUNTY, OREGON	
JANUARY 16, 2024	
DRAWN: JMR CHECKED: DMR	
SCALE 1"=30' ACCOUNT # 400	
Y:\400-001\DWG\400001BASE	