



CITY OF
**West
Linn**

PRE-APPLICATION CONFERENCE

Thursday May 1, 2025

Willamette Room
City Hall
22500 Salamo Rd

11:00 am: Proposed Subdivision
Applicant: Harlan Borow
Property Address: 4110 Cornwall
Neighborhood Assn: Sunset
Planner: TBA

Project #: PA-25-13





Pre-Application Conference Request

For Staff to Complete:

PA 25-13

Conference Date: 5/1/25

Time: 11:00

Staff Contact:

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: **David Clark**
Email:
Phone #: **503-620-7200**
Address: **11600 SW Terrace Trails Dr. Tigard, OR 97223**

Applicant Information

Name:
Email: **Icon Construction & Devel., LLC**
Phone #: **harlan@iconconstruction.net**
Address: **1969 Willamette Falls Dr., Suite 260 West Linn, OR 97068**

Address of Subject Property (or tax lot):

4110 Cornwall Street, 21E36BA06100

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:

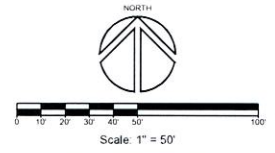
APPLICANT:

DATE: **4-9-2025**

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: **4-9-2025**



TL 21E36BA06100


| | | | |
|-----------|------------|------|----------|
| DESIGNED: | R.E.G. | | |
| DRAWN: | R.E.G. | | |
| SCALE: | 1" = 50' | | |
| DATE: | 4-1-2025 | | |
| FILE: | 25-ICN-103 | DATE | NO. |
| | | | REVISION |

Richard E. Givens, Planning Consultant
 7669 SW Emery Circle
 Wilsonville, OR 97070
 PH: (503) 351-8204

CLIENT: Icon Construction & Development, LLC
 1969 Willamette Falls Drive, Suite 260
 West Linn, OR 97068
 PH: (503) 657-0406

Pre-Application Conference Plan
 4110 Cornwall Street

SHEET:
 1/1



April 10, 2025

Rick Givens
Planning Consultant
7669 SW Emery Circle
Wilsonville, Oregon 97070

Questions for Pre-application Conference
4110 Cornwall Street

1. Is there adequate capacity in the existing stormwater facility On Fairhaven to handle runoff from this site?
2. Is the through-lot going to be a problem? It would work well if a middle housing detached duplex is established in the future.
3. Should Landis Street be stubbed to north line as shown on the site plan in order to allow for future redevelopment to the north, or terminated onsite?
4. What is the timeline for a standard subdivision?