





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 25-16

Conference Date:

8/7/25

Time:

10:00am

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: Randy Kimsey  
Email: [rj7630@comcast.net](mailto:rj7630@comcast.net)  
Phone #: 4191 S. Reed Street  
Address:

### Applicant Information

Name: Ken Sandblast  
Email: [ksandblast@westlakeconsultants.com](mailto:ksandblast@westlakeconsultants.com)  
Phone #: 503-684-0652  
Address: 15115 SW Sequoia Parkway, #150  
Tigard, OR 97224

Address of Subject Property (or tax lot): 4191 S. Reed 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: See Submitted Exhibits.
  - ☐ 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: 7-11-2025

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: 7-10-2025

**Pre-Application Conference Request**  
**4191 S. Reed Street**  
**21E36BA04100**

Proposal: Minor Boundary Change / Annexation

Project Narrative:

The Applicant proposes a minor boundary change for annexation of the subject site into the City of West Linn.

The subject site is approximately 0.45 acres in size and is located within the UGB at 4191 S. Reed Street. Improvements on the site include one single-family home.

Properties to the north, west and south of the site are located within the City limits and have access to public water, sanitary sewer and stormwater services.

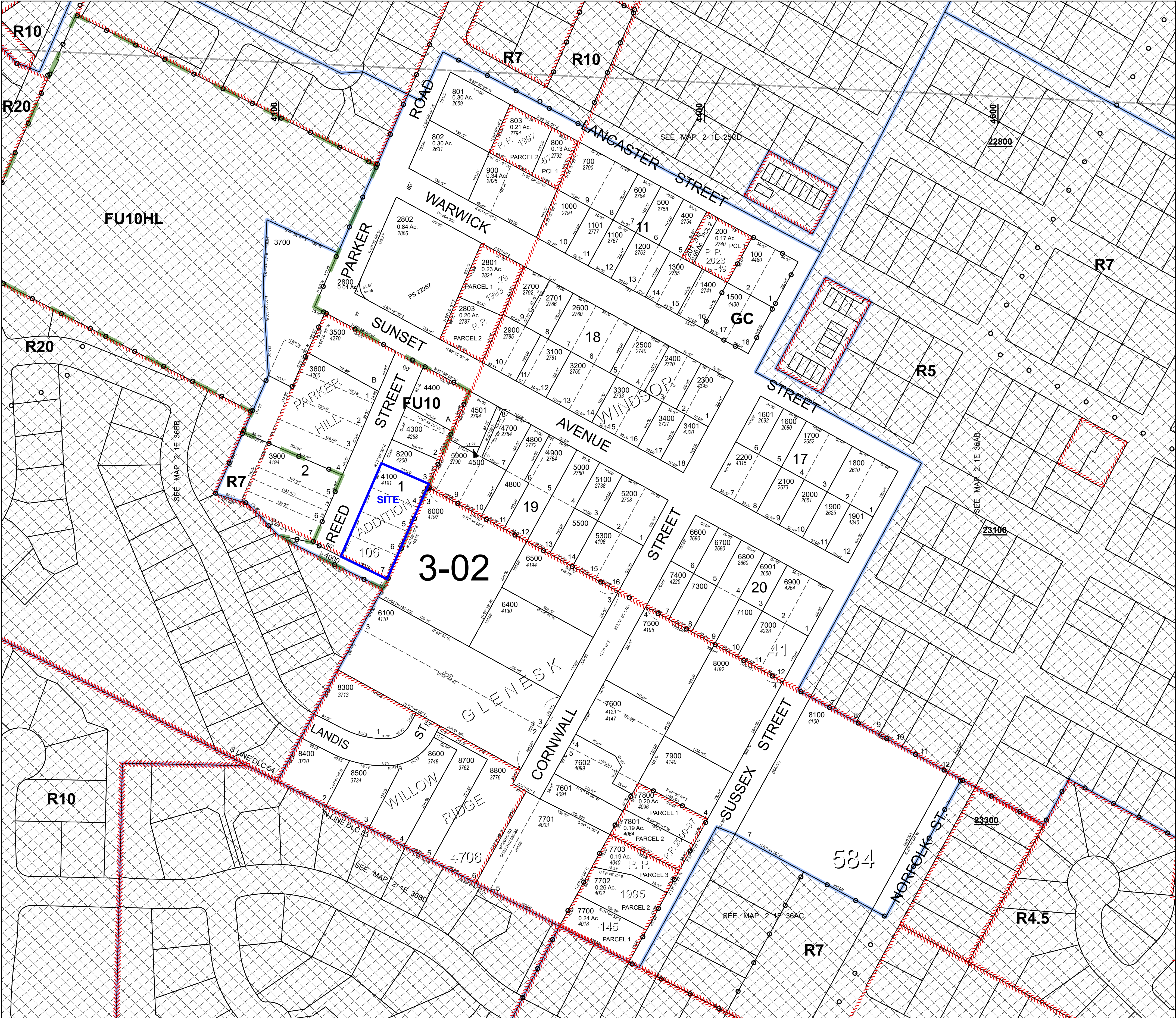
The Comprehensive Plan zoning designation for the site is Low Density residential. The Clackamas County Zoning Designation is FU10 (Future Urban 10-acre).

Pre-Application Questions

What is the process and timeline for annexation?

Will the expedited process be available for this application?



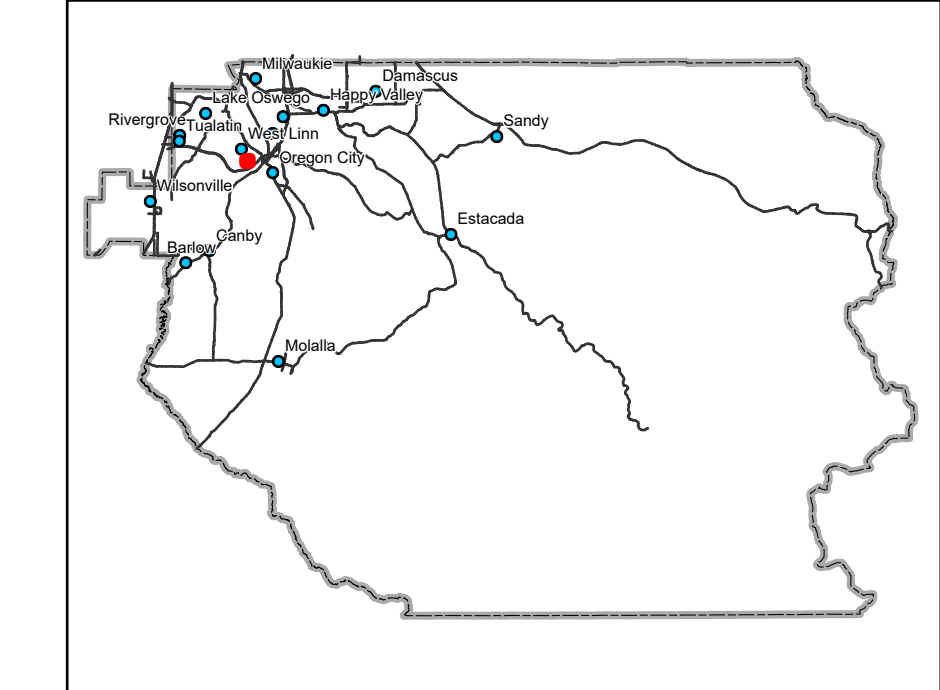


2 1E 36BA  
WEST LINN  
  
N.E. 1/4 N.W. 1/4 SEC.36 T.2S. R.1E. W. M.  
CLACKAMAS COUNTY

1" = 100'  
  
D. L. C.  
JULIA ANN LEWIS NO. 54

- Cancelled
- 5700
  - 7200
  - 6200
  - 5400
  - 5800
  - 3800
  - 4600
  - 4200
  - 5990
  - 300
  - 5600
  - 3000
  - 6300

- Parcel Boundary
- Private Road ROW
- Historical Boundary
- Railroad Centerline
- Tax Code Lines
- Map Index
- Water Lines
- Land Use Zoning
- Plats
- Water
- Corner
- Section Corner
- 1/16th Line
- Govt Lot Line
- DLC Line
- Meander Line
- PLSS Section Line
- Historic Corridor 40'
- Historic Corridor 20'



THIS MAP IS FOR ASSESSMENT  
PURPOSES ONLY

Print Date: 3/27/2024

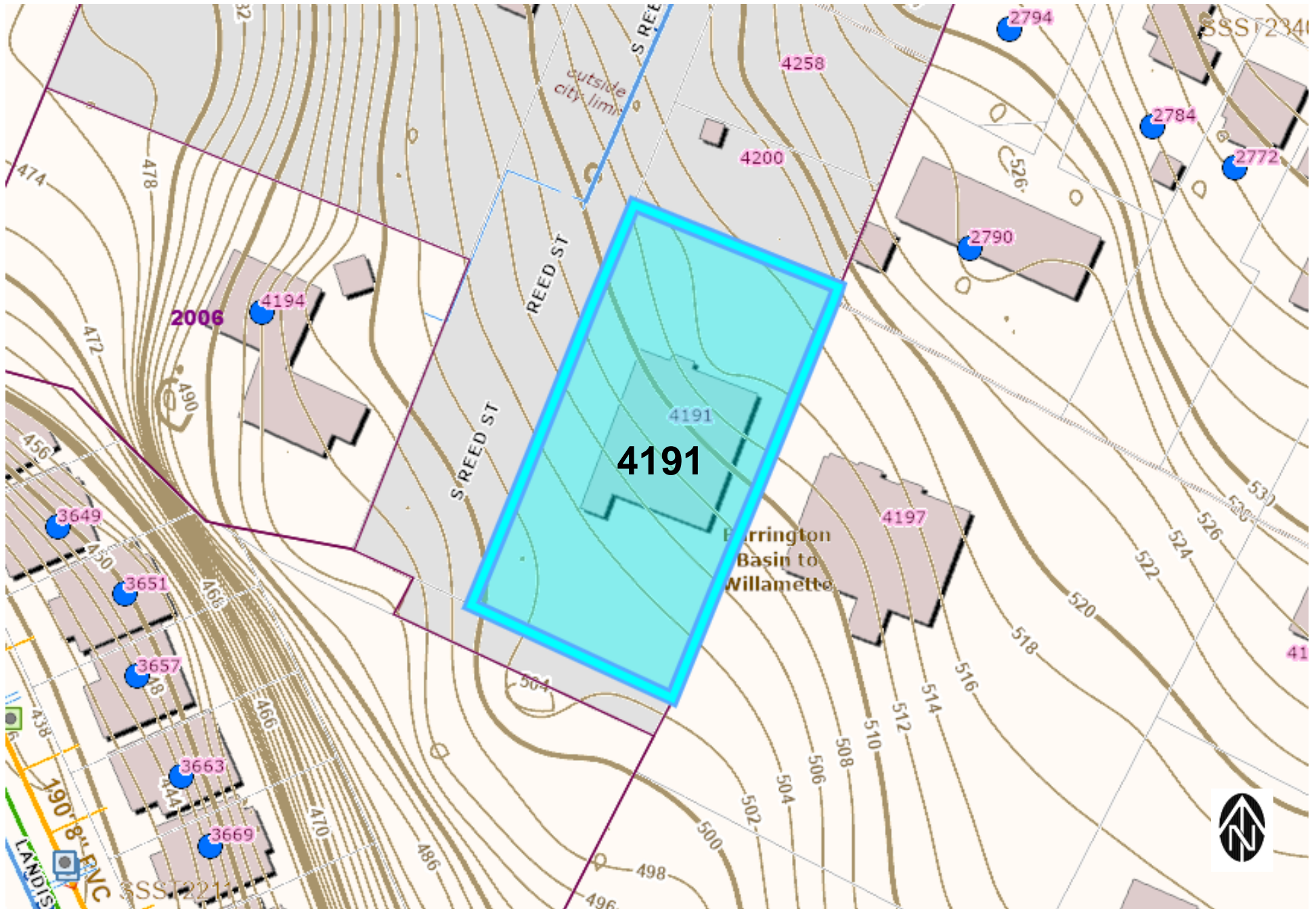
2 1E 36BA  
WEST LINN







# 4191 S. Reed Street - Topographic Contours Exhibit



# 4191 S. Reed Street - Utilities Map

