



CITY OF
**West
Linn**

PRE-APPLICATION CONFERENCE

Thursday August 21, 2025

**Willamette Room
City Hall
22500 Salamo Rd**

11:00 am: Proposed Redevelopment of Riverview Apartments
Applicant: Lloyd Hill
Property Address: 2111 Sunset
Neighborhood Assn: Sunset
Planner: Chris Myers

Project #: PA-25-17





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 25-17

Conference Date: August 21, 2025

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: **Gary Field**
 Email: **gt350@teleport.com**
 Phone #: **(503) 319-1909**
 Address: **P.O. Box 163**
West Linn, OR 97068

Applicant Information

Name: **Lloyd Hill - Hill Architects**
 Email: **lloyd.hill@hillarchitects.com**
 Phone #: **503-305-8033**
 Address: **1750 Blankenship Road, Suite 200**
West Linn, OR 97068

Address of Subject Property (or tax lot): **River West Apartments, 2211 Sunset Avenue**
Tax Lot 800 - Map 21E - 36AD

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:

[Signature] **LYLOYD HILL**

DATE:

7/23/2025

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:

[Signature] **GARY FIELD**

DATE:

7/13/2025



July 23, 2025

Mr. Darren Wyss
Planning Manager
City of West Linn
22500 Salamo Road
West Linn, OR 97068

Re: River West Apartments – Pre-Application Conference Application

Project #25008

Darren,

Please find attached the following documents:

- Pre-Application Conference Request
- 1.0 Air Photo
- 1.1 Existing Conditions Plan
- 1.2 Environment
- 2.1 Conceptual Site Plan Option #1

Hill Architects, PC is acting as Agent on behalf of River West Apartments, regarding the proposed redevelopment of the River West Apartments located at 2211 Sunset Avenue, West Linn, OR (Tax Lot 800 – Map 21E – 36AD). We are submitting this letter and the attachments hereto with a request for an in-person Pre-Application Conference on August 7, 2025, to discuss the submittal requirements for a Development Review Application for the proposed re- development within the City of West Linn.

1.0 DESCRIPTION OF PROJECT

The River West Apartment project is located on land totaling approximately 1.75 acres located at 2211 Sunset Avenue, in West Linn, OR. The property is currently zoned Residential (R4.5). The property is currently developed with a total of 21 apartment units in ten buildings which were originally constructed in the 1970's. Two driveways provide vehicular access to the property from Sunset Avenue (a collector Street), with one driveway located opposite Spring Rock Circle, and the second driveway opposite Riverview Drive aligned approximately 75' north of Riverview Drive. As shown on Existing Conditions plan 1.1, storm drainage is currently provided via an open ditch along the North side of Sunset Avenue, and a second open ditch along the northeast property line. No storm detention is currently provided on the site. Sanitary Sewer is provided via an existing 10" sewer line which is located along the northeast property line.

Redevelopment Option #1 As shown on Conceptual Site Plan 2.1, Option #1 redevelopment of the site would first subdivide the property into multiple lots with access off a new local street (an extension of Riverview Drive) from Kelly Street on the northwest side of the property to Sunset Avenue, opposite Riverview Drive, on the South side of the property. A new storm detention facility will be developed at the South-east corner of the property. Once the new lots have been created, each lot would be developed with new apartments in either duplex, tri-plex or quad-plex buildings. Each unit will have a 1-car or 2-car garage on the ground level of the structure with residential units on the ground level and upper levels of the structures.

Redevelopment Option #2 Option #2 for redevelopment of the site would rezone the property from R4.5 to R2.1 and redevelop the site with one or more new garden apartment structures with parking provided with a combination of detached garages, car ports, and surface parking. Vehicular access will be provided via two driveway locations with one driveway located on Kelly Street, and a second driveway on Sunset Avenue opposite Riverview Drive. A new storm detention facility will be developed at the South-east corner of the property.



2.0 LIST OF APPLICANT QUESTIONS

2.1 Required Land Use Applications and Fees - Option #1

- 2.1.1 Please confirm the required land use applications, approval process, and timeframe for the review of the Option #1 redevelopment.
- 2.1.2 Please confirm the application fees for the land use applications for the subdivision of the property.
- 2.1.3 Please confirm the required building permit or land use approval applications which will be required to develop a new structure on each of the new lots.
- 2.1.4 Please confirm the application fees for the land use applications and building permits the new structures on each of the new lots.
- 2.1.5 Please provide an estimate of System Development Charges including credits for the existing 21 apartment units which will be assessed if a total of 36 units is developed on the new lots.

2.2 Required Land Use Applications and Fees - Option #2

- 2.2.1 We understand that the city is currently identifying properties to rezone to allow multifamily development. Is the Riverview Apartments property under consideration for a rezone to allow multifamily development, and if so, what is the anticipated timing for the city to rezone the property?
- 2.2.2 Please confirm the required land use applications, approval process, and review timeframe for the Option #2 zone change and redevelopment.
- 2.2.3 Please confirm the application fees for the land use applications for the rezone of the property.
- 2.2.4 Please confirm the required building permit applications which will be required to develop the new garden apartments and associated site development.
- 2.2.5 Can the zone change, design review, and building permits be processed concurrently.
- 2.2.6 Please provide an estimate of System Development Charges including credits for the existing 21 apartment units, which will be assessed if a total of 36 units is developed on the property.

2.3 Maximum Density - Option #2

- 2.3.1 R 2.1 requires a minimum lot size of 2,100 SF per dwelling unit or approximately 21 units per acre, or approximately 36 units for the existing 1.75-acre site. Is this the maximum density which can be developed on this site, or are there exceptions or code provisions which could allow additional density?

2.4 Storm Sewer - Option #1 and #2

- 2.4.1 The site currently drains to the open ditch located parallel to the northeast property line with the existing structures and parking located approximately 15 feet from the ditch. Is there a required setback or buffer from this ditch?
- 2.4.2 Can this ditch be moved or modified as part of the redevelopment work?



- 2.4.3 Is there a process which could allow new structures or parking to be developed in the same location, as the existing structures or parking, approximately 15 feet from the drainage ditch?

2.5 Tree Protection

- 2.5.1 The site includes a number of existing trees including some Oregon white oak trees. Are any trees on the site listed as heritage trees?
- 2.5.2 Please clarify how Community Tree Ordinance Chapter 8 will apply to the existing trees.
- 2.5.3 Many of the existing trees are located very close to existing structures.

CDC 8.630, 1 (h) states:

1. *Any of the following criteria shall be considered as aspects likely to warrant approval of a tree removal permit:*
 - (b) *An existing building footprint lies within the drip line of the tree.*

Will this approval criteria allow removal of existing trees that are located adjacent to the existing structures?

2.6 Traffic Impact Analysis

- 2.6.1 Riverview Apartments currently includes 21 apartments.
- 2.6.2 Will redevelopment as outlined in Option #1 with approximately 36 apartment units require a traffic impact analysis? If so, what scope will be required?
- 2.6.3 Will redevelopment as outlined in Option #2 with approximately 36 garden apartment units require a traffic impact analysis? If so, what scope will be required?

2.7 Extension of Riverview Drive – Option #1

- 2.7.1 Conceptual site plan 2.1 shows an extension of Riverview Drive as a local street with a 36' wide (constrained local street) ROW. The connection to Sunset Avenue has been shifted south from the existing driveway location to align with Riverview Drive and improve site lines along Sunset Avenue. Please confirm the ROW alignment and width are acceptable to the city.
- 2.7.2 As shown on conceptual site plan 2.1, there are two driveways at each new lot with a sidewalk providing pedestrian access to the building entrance between the two driveways. This will provide access to the ground level garages, and efficient pedestrian access to the entrance to the structures. Please confirm this configuration is acceptable.

2.8 Offsite improvements - ROW Dedication Option #1 and #2

- 2.8.1 The Sunset Avenue ROW is currently approximately 60 feet wide. The Kelly Street ROW is currently approximately 50 feet wide, and the Riverview Avenue ROW is approximately 60 feet wide adjacent to the property. Will any ROW dedications be required at any of the adjacent public streets?
- 2.8.2 What improvements will be required at the adjacent public streets?
- 2.8.3 Are any required improvements on the city's list of capital improvement projects?
- 2.8.4 Can SDC credits be used to offset the cost of any required improvements?



July 23, 2025

River West Apartments
Pre-Application Conference Application

Page 4

- 2.8.5 There is a sidewalk currently located on the South side of Sunset Avenue. Will a sidewalk be required to be adjacent to the property on the north side of Sunset Avenue? If a sidewalk is required, would it be an option to leave the existing open storm drainage ditch and provide a new pedestrian path between the ditch and the existing property line.

2.9 Reports or Supporting Materials.

- 2.9.1 Please confirm any specialist reports or supporting materials that will be required to process the Subdivision and Development Review Applications for Option #1.
- 2.9.2 Please confirm any specialist reports or supporting materials that will be required to process the Zone Change and Development Review Applications for Option #2.

We look forward to attending the pre-application meeting on August 7.

Meanwhile, please feel free to give me a call at 503-305-8033 if you have any questions or need any additional clarifications.

Sincerely,

Hill Architects PC

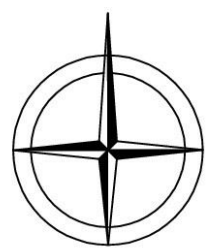
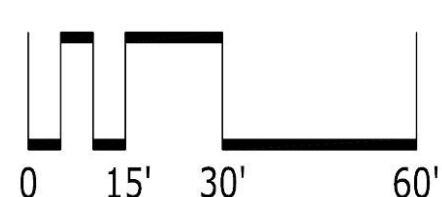
Lloyd W. Hill, AIA

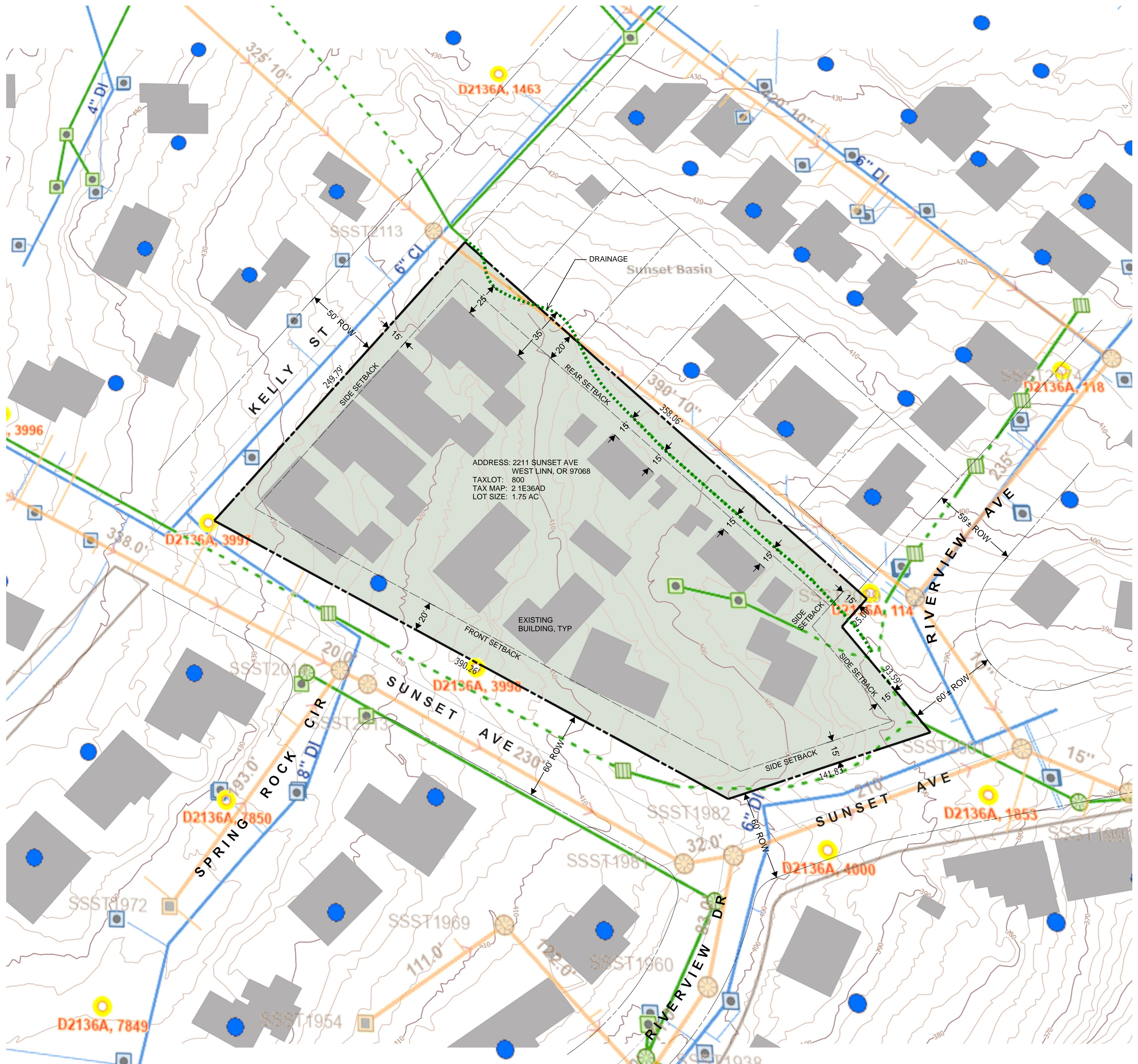


RIVER WEST APARTMENTS
WEST LINN, OREGON

HILL ARCHITECTS

AERIAL PHOTO 1.0
JUNE 25, 2025



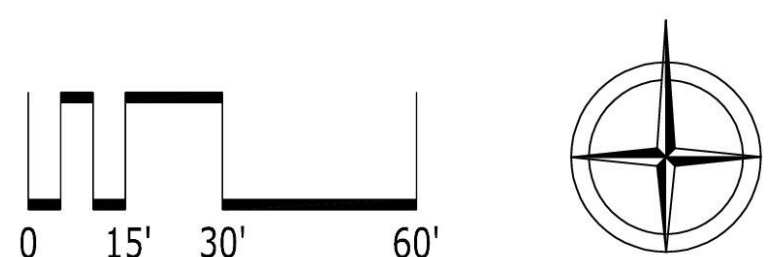


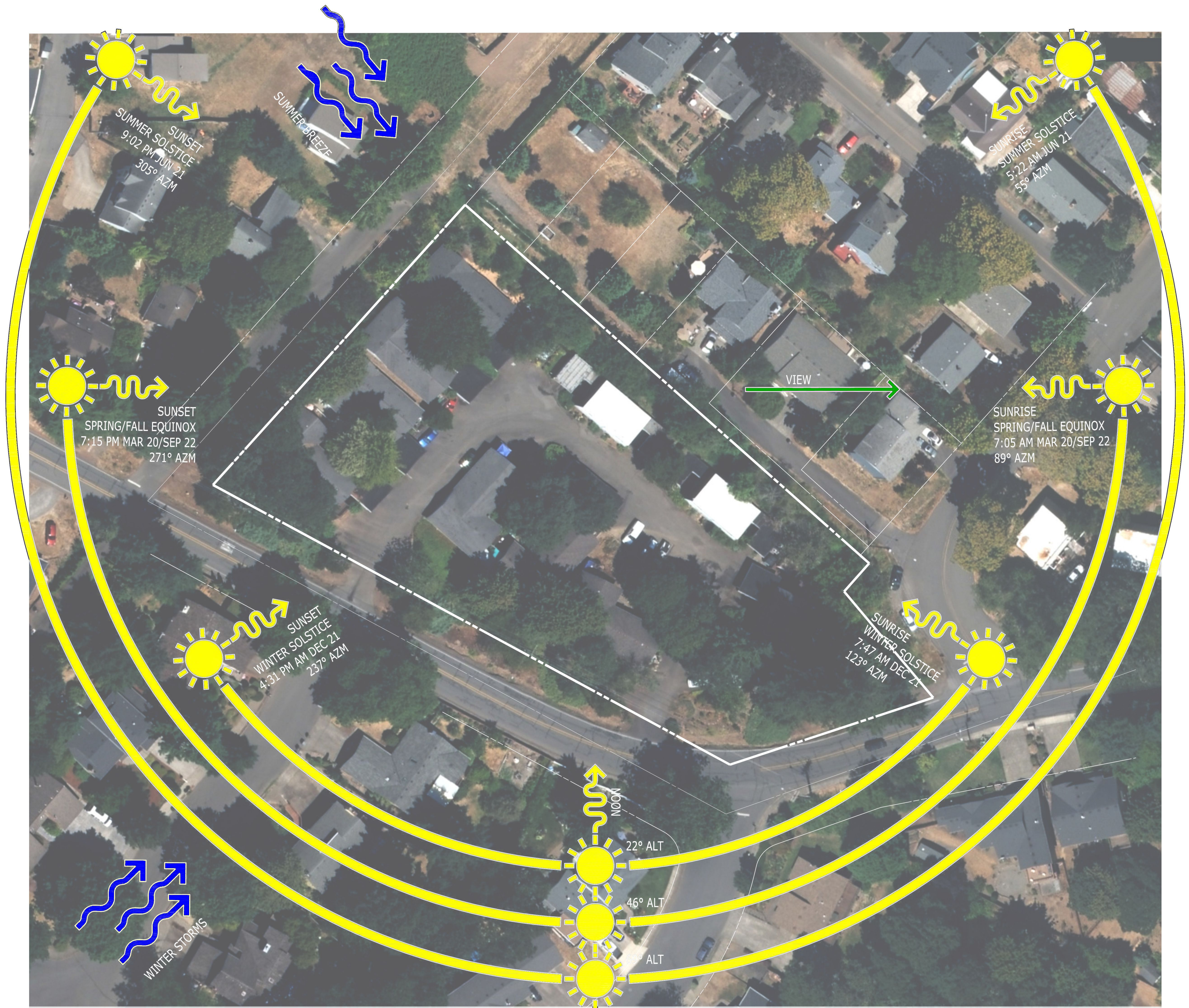
RIVER WEST APARTMENTS

WEST LINN, OREGON

HILL ARCHITECTS

EXISTING CONDITIONS PLAN **1.1**
JULY 23, 2025

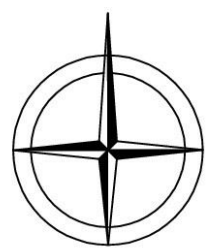


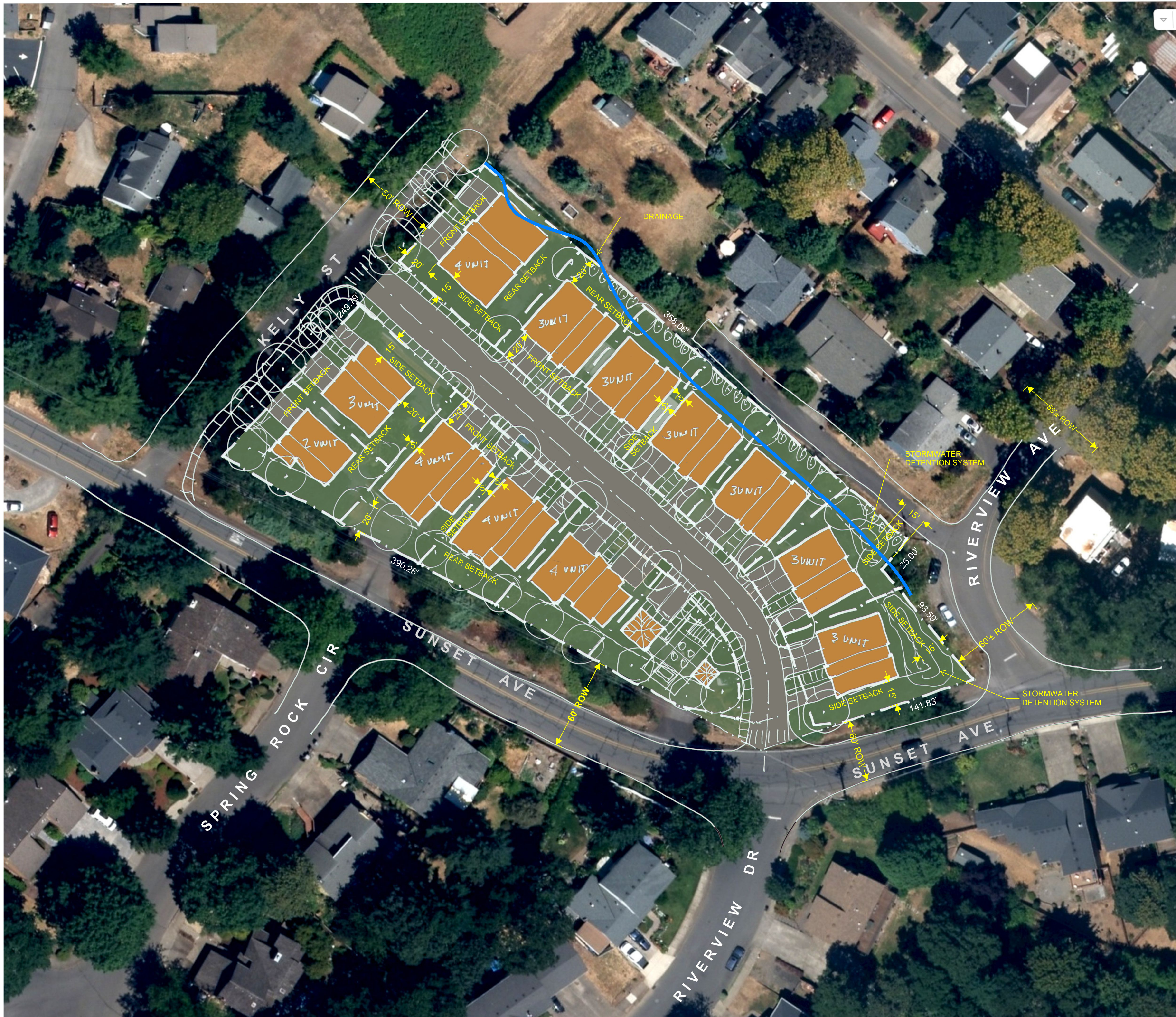


RIVER WEST APARTMENTS
WEST LINN, OREGON

HILL ARCHITECTS

ENVIRONMENT **1.2**
JUNE 25, 2025





RIVER WEST APARTMENTS
WEST LINN, OREGON
HILL ARCHITECTS

OPTION 1
CONCEPTUAL SITE PLAN 2.1
JULY 23, 2025

