PRE-APPLICATION CONFERENCE

Thursday September 4, 2025

Willamette Room
City Hall
22500 Salamo Rd

10:00 am: Proposed Water Areas Resource Permit
Applicant: Zach Hartz
Property Address: 6566 Apollo
Neighborhood Assn: Rosemont Summit
Planner: Aaron Gudelj   Project #: PA-25-18

Pre-Application Conference Request

For Staff to Complete:			
PA 25-18	**Conference Date:** 09/04/25	**Time:**	11:00am
Staff Contact: Aaron Gudelj		**Fee:**	$420

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:

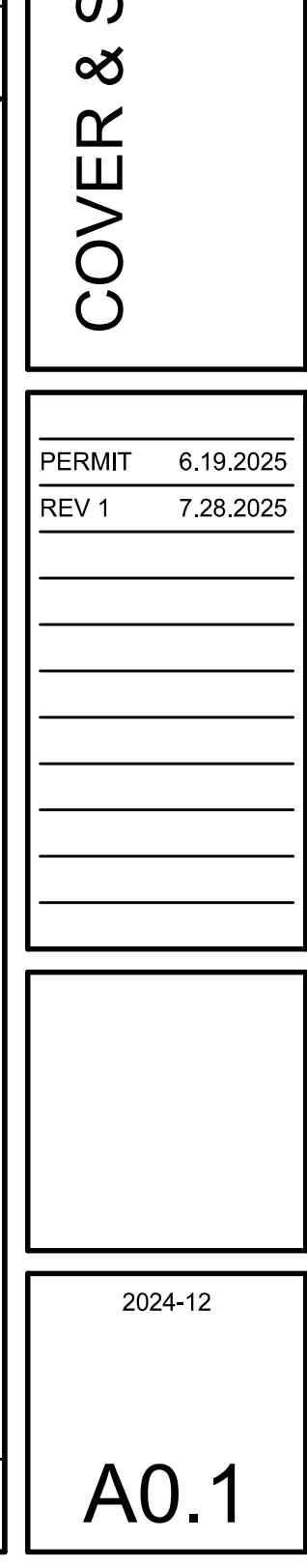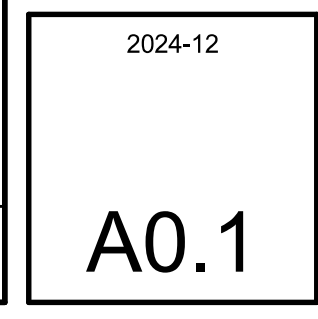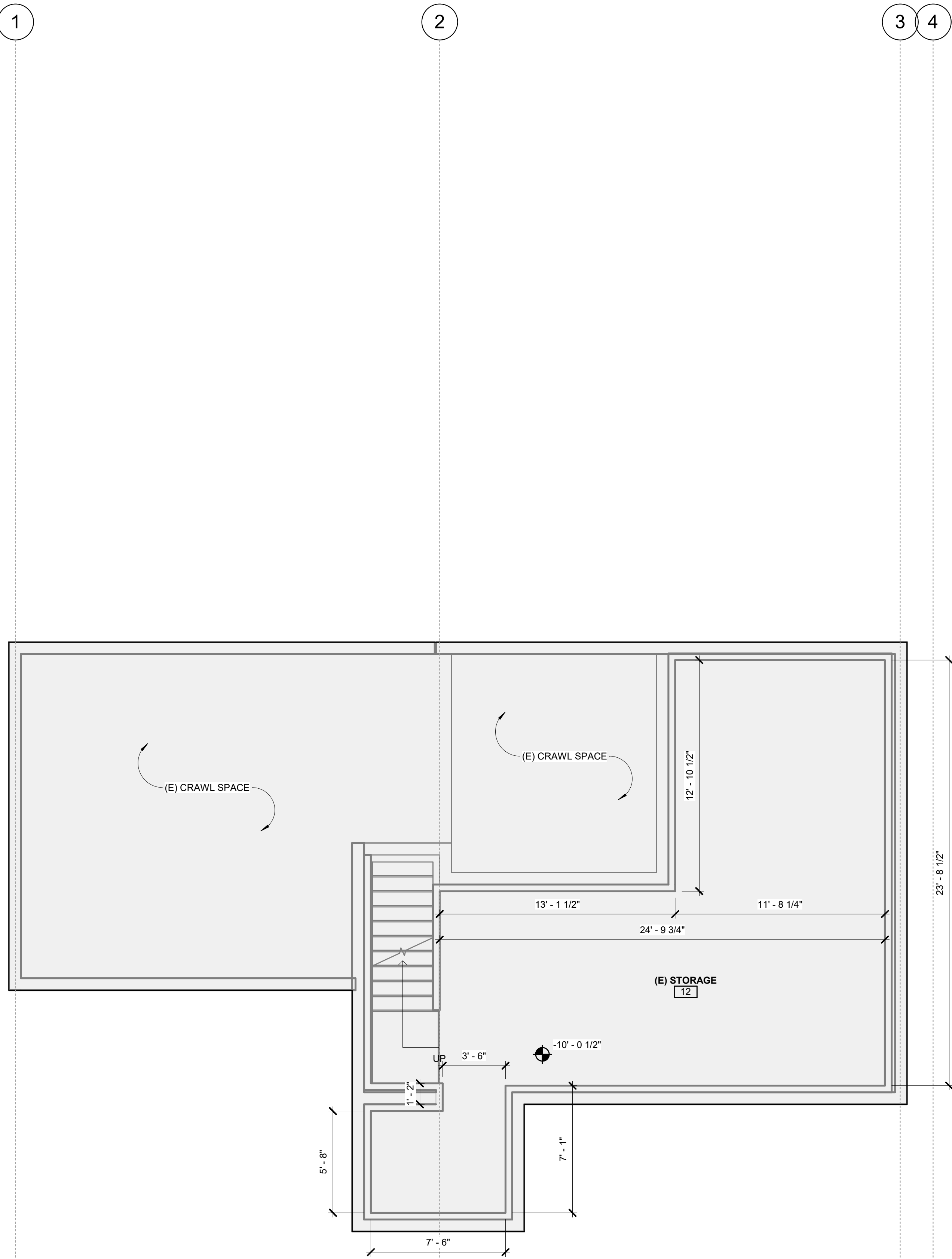**APPLICANT:**   **DATE:**

The undersigned property owner authorizes the requested conference and grants city staff the **right of entry** onto the property to review the application.

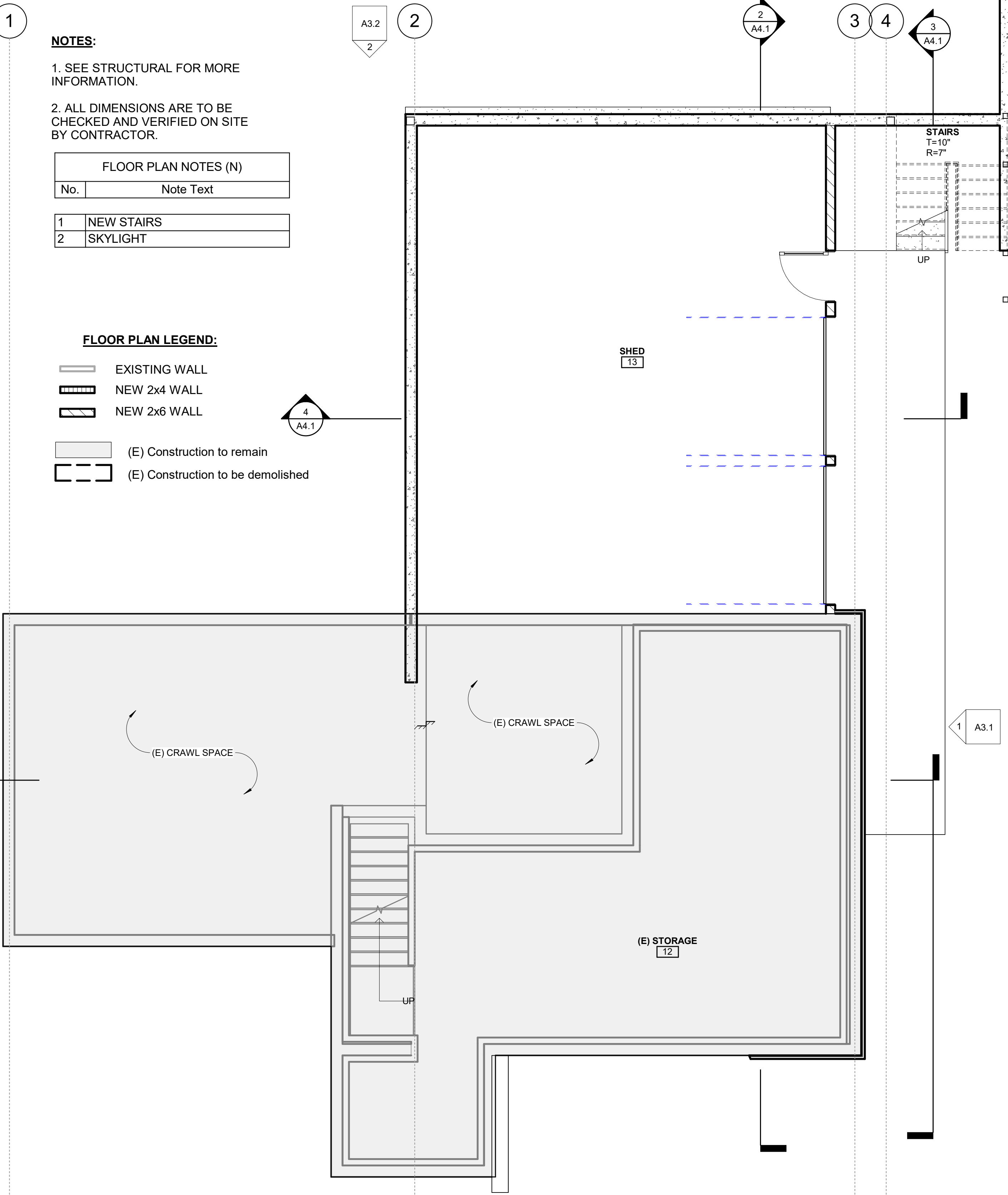**PROPERTY OWNER:**   **DATE:**

ABE DESIGN
5 Centerpointe Dr #400
Lake Oswego, OR 97035
tel: 503-810-4891

Hartz Residence Remodel

6566 Apollo Road
West Linn, OR 97068

6 PROJECT INFORMATION — NO SCALE

BUILDING AND SITE INFORMATION

PROPERTY ID: C159009
ZONING: R-10

SETBACKS:
FRONT   20'-0"
SIDE   7.5'-0"
REAR   20'-0"
GARAGE   20'-0"

MAX. HEIGHT   35'-0"

MAX. LOT COVERAGE   35%
    3,596 SF

FLOOR TO AREA RATIO   45%
    4,623 SF
    1F   2230 SF
    2F   1573 SF

EXISTING BUILDING
TOTAL LAND AREA   10,275 SF
BUILDING AREA   1,963 SF

PROPOSED AREA OF WORK
NEW BUILDING AREA   525 SF

NEW ADDITION
    Basement (Shed)   680 SF
    Main Floor   480 SF
    Second Floor   700 SF

NEW COVERED DECK
    Main Floor   300 SF
    Second Floor   300 SF

ALL WORK NOT DEFINED IN CURRENT PERMIT
APPLICATION SHALL BE REVIEWED VIA
DEFERRED SUBMITTAL BY CONTRACTORS.

SUMMARY OF WORK

THE PROPOSED PROJECT IS A MULTI-STORY ADDITION AND RENOVATION TO AN EXISTING SINGLE-FAMILY RESIDENCE. IT INCLUDES A 680 SF BASEMENT ADDITION, A 480 SF MAIN FLOOR ADDITION, AND AN 700 SF SECOND FLOOR ADDITION. THE SCOPE ALSO INCLUDES A NEW 300 SF COVERED DECK ON BOTH THE MAIN AND SECOND FLOORS. THE WORK INVOLVES EXPANDING THE KITCHEN AND LIVING AREAS ON THE MAIN FLOOR AND ADDING A NEW MASTER SUITE ON THE SECOND FLOOR, INCLUDING THE COVERED DECKS TO ENHANCE OUTDOOR LIVING. ALL ADDITIONS WILL BE INTEGRATED WITH THE EXISTING STRUCTURE AND CONSTRUCTED IN COMPLIANCE WITH APPLICABLE BUILDING AND ZONING CODES.

CODE DATA

2023 OREGON RESIDENTIAL SPECIALTY CODE

ENERGY CODE COMPLIANCE:

WALL INSULATION ABOVE GRADE   R-21
WALL INSULATION BELOW GRADE   R-15
FLAT CEILINGS   R-49
VAULTED CEILINGS   R-30
UNDERFLOOR   R-30
SLAB-EDGE PERIMETER   R-15
HEATED SLAB INTERIOR   R-10
WINDOWS   U-0.27
SKYLIGHT   U-0.50
EXTERIOR DOOR   U-0.20

TABLE N1101.1(2) - ADDITIONAL MEASURES

NO. 2: HIGH-EFFICIENCY WATER HEATING SYSTEM

C: NATURAL GAS TANKLESS/INSTANTANEOUS HEATER WITH MINIMUM 0.80 UEF AND DRAIN WATER HEAT RECOVERY UNIT INSTALLED ON MINIMUM OF ONE SHOWER/TUB-SHOWER

OWNER:

Zach Hartz

6566 Apollo Road
West Linn, OR 97068

Tel: 503-877-7544
Email: zhartz134@gmail.com

DESIGNER:

ABE DESIGN GROUP

5 Centerpointe Dr. 400
Lake Oswego, OR 97035

Tel: 503-810-4891
Email: hiroki.abe@abedesigngroup.com

STRUCTURAL ENGINEER:

ZZ Consulting

127 Avenue A, Ste 204
Snohomish, WA 98290

Tel: 360-626-5404
Email: kevinh@zzconsulting.com

GENERAL CONTRACTOR:

503 Builders LLC

1930 SW River Dr. W201
Portland, OR 97201

Tel: 503-544-8105
Email: koheitakazawa@omcllc.org

CCB# 238204

7 PROJECT DIRECTORY — NO SCALE

Sheet Number	Sheet Name
A0.1	COVER & SITE
A0.2	ENGINEERING SITE PLAN
A2.0	BASEMENT PLAN
A2.1	MAIN FLOOR PLAN
A2.2	SECOND FLOOR PLAN
A2.3	ROOF PLAN
A3.1	EXTERIOR ELEVATION
A3.2	EXTERIOR ELEVATION
A4.1	SECTION
S0.1	GENERAL STRUCTURAL NOTES
S0.2	PLAN NOTES AND SCHEDULES
S1.1	STRUCTURAL PLANS
S2.1	STRUCTURAL PLANS
S3.1	FOUNDATION DETAILS
S4.1	FRAMING DETAILS
S4.2	FRAMING DETAILS
S4.3	FRAMING DETAILS
S5.1	STEEL DETAILS

4 SHEET INDEX — NOT TO SCALE

NOTES:

1. NO WORK IN THE RIGHT OF WAY.
2. EXISTING DRIVEWAY TO REMAIN.
3. NO TREE'S 6" AND LARGER ON PROPERTY.

SITE PLAN LEGEND

— — — — PROPERTY LINE
– – – – SETBACK LINE
—x—x— EXISTING FENCE
———— WATER
– · – · – SANITARY
— ·· — ·· STORM
[shaded] EXISTING AREA
[hatched] NEW AREA

Site Plan labels

75' - 0" PROPERTY LINE
REAR SETBACK
20' - 0"
200 SF MATERIAL STORAGE AND CONSTRUCTION AREA
7' - 6" SETBACK
7' - 6" SETBACK
5' - 1 1/4"
NEW STAIRS
NEW DECK
NEW ADDITION
EXISTING HOUSE
(E) D.S.
(E) DRIVEWAY
34' - 7 3/4"
11' - 7 3/8"
10' - 10 3/16"
21' - 11 3/4"
20' - 0" FRONT YARD SETBACK
135' - 0" PROPERTY LINE
49' - 6"
PROPERTY LINE
PROPERTY LINE
SIDEWALK
APOLLO ROAD

5 SITE PLAN — 1" = 10'-0"

3 SYMBOLS — NOT TO SCALE

BUILDING GRID
REVISION / REVISION NO.
WINDOW / ROOM NO. / REFERENCE LETTER (34.B)
MATCH / SHEET NO. (A3.2) / THE SHADED PORTION IS THE SIDE CONSIDERED
DOOR / ROOM NO. / REFERENCE NO. (21.B)
ROOM / ROOM NAME / LIVING / ROOM NO. (1.2) / FLOOR LEVEL
DETAIL / AREA REFERENCE / DETAIL NO. (5) / SHEET NO. (A9.2)
SECTION / SECTION NO. (4) / SHEET NO. (A4.4)
EXTERIOR / SHEET NO. (A3.2) / ELEVATION NO. (2)
INTERIOR / ELEVATION NO. (TYPICAL) (A6.10) / SHEET NO.
CEILING / CEILING HEIGHT (8'-0")
DIMENSION
WORK POINT OR CONTROL POINT
NORTH ARROW / ARCHITECTURAL NORTH / TRUE NORTH

1 ABBREVIATIONS — NO SCALE

&	And	CLO	Closet	F.A.	Fire Alarm	I.D.	Inside Diameter	O.D.	Outside Diameter	SIM	Similar
<	Angle	CLR	Clear	F.D.	Floor Drain	INCL	Including	O.F.D.	Overflow Drain	SLDG	Siding
@	At	CMU	Concrete Masonry Unit	FDN	Foundation	INSUL	Insulation	OFF	Office	SPEC	Specification
℄	Centerline	CNTR	Counter	F.E.	Fire Extinguisher	INT	Interior	O.H.	Overhang	SQ	Square
		COL	Column	F.E.C.	Fire Extinguisher Cab			OVHD	Overhead	S.S.	Stainless Steel
	Diameter or Round	CONC	Concrete	F.G.	Finish Grade	JAN	Janitor	OPNG	Opening	SSK	Service Sink
	Perpendicular	CONN	Connection	F.H.C.	Fire Hose Cabinet	JST	Joist	OPP	Opposite	STD	Standard
#	Number	CONST	Construction	FIN	Finish	JT	Joint			STL	Steel
(E)	Existing	CONT	Continuous	FLASH	Flashing			PC	Piece	STOR	Storage
		CONTR	Contractor	FLR	Floor	KIT	Kitchen	P.D.	Planter Drain	STRUCT	Structural
		CORR	Corridor	FLUOR	Fluorescent			PL	Plate	SUSP	Suspended
AB	Anchor Bolt	C.T.	Ceramic Tile	F.O.C.	Face of Concrete	LAM	Laminate	P.L.	Property Line	SW	Switch
A/C	Air Conditioning	CTR	Center	F.O.F.	Face of Finish	LAV	Lavatory	PLMG	Plumbing	SYM	Symmetrical
A.C.	Asphaltic Concrete	CTSK	Countersunk	F.O.M.	Face of Masonry	L.F.	Lineal Foot	PLAM	Plastic Laminate	SYS	System
ACT	Acoustical Tile	C.W.	Cold Water	F.O.S.	Face of Stud	L.H.	Left Hand	PLAS	Plaster		
ACOUS	Acoustical			FPRF	Fireproof	LKR	Locker	PLYWD	Plywood	T	Tread
ADJ	Adjustable	D	Deep, Depth	FR	Frame	L.R.	Living Room	PR	Pair	T.B.	Towel Bar
A.F.F.	Above Finish Floor	DBL	Double	FS	Full Size	LT	Light	PT	Paint	T&G	Tongue and Groove
ALT	Alter or Alternate	DET	Detail	FT	Foot, Feet	LVR	Louver	P.T.D.	Paper Towel Dispenser	T.O.C.	Top of Curb
ALUM	Aluminum	D.F.	Drinking Fountain	FTG	Footing			PTN	Partition	T.O.D.	Top of Drain
ANOD	Anodized	DIA	Diameter	FURR	Furring, Furred	MATL	Material			TEL	Telephone
A.P.	Access Panel	DIM	Dimension	FUT	Future	MAX	Maximum	Q.T.	Quarry Tile	TEMP	Tempered, Temperature
APPROX	Approximate	DISP	Dispenser			M.B.	Machine Ball			TER	Terrazzo
ARCH	Architectural	DN	Down	GA	Gauge	MECH	Mechanical	R	Riser	THK	Thick, Thickness
ASPH	Asphalt	D.O.	Door Opening	GALV	Galvanized	MEMB	Membrane	RAD	Radius	THR	Threshold
		DR	Door	G.B.	Grab Bar	MET	Metal	R.D.	Roof Drain	TOIL	Toilet
BD	Board	DS	Downspout	G.I.	Galvanized Iron	MFR	Manufacture	REF	Reference	T.O.P.	Top of Pavement
BITUM	Bituminous	D.S.P.	Dry Standpipe	GL	Glass, Glazing	MH	Manhole	REFR	Refrigerator	T.O.S.	Top of Slab
BLDG	Building	DWG	Drawing	GND	Ground	MIN	Minimum	REINF	Reinforced or Reinforcing	T.P.D.	Toilet Paper Dispenser
BLK	Block	DWR	Drawer	GR	Grade	MIR	Mirror	REQ	Required	T.S.	Top of Steel
BLKG	Blocking			GYP	Gypsum	MISC	Miscellaneous	RESIL	Resilient	TV	Television
BM	Beam	E	East			M.O.	Masonry Opening	REV	Revised	T.O.W.	Top of Wall
BOT	Bottom	EA	Each	H	High	M.R.	Moisture Resistant	RFG	Roofing	TYP	Typical
BR	Bedroom	EJ	Expansion Joint	H.B.	Hose Bib	MTD	Mounted	R.H.	Right Hand		
BSMT	Basement	EL	Elevation	H.C.	Hollow Core	MUL	Mullion	RM	Room	UNF	Unfinished
B.U.R.	Built Up Roofing	ELEC	Electrical	HCP	Handicapped			R.O.	Rough Opening	U.O.N.	Unless Otherwise Noted
		ELEV	Elevation	HDWR	Hardware	N	North	RWD	Redwood	UR	Urinal
CAB	Cabinet	EMER	Emergency	HDWD	Hardwood	N.I.C.	Not in Contract				
CARP	Carpet	ENCL	Enclosure	H.M.	Hollow Metal	NO	Number	S	South	VERT	Vertical
C.B.	Catch Basin	E.O.S.	Edge of Slab	HORIZ	Horizontal	NOM	Nominal	S.C.	Solid Core	VEST	Vestibule
CEM	Cement	EQ	Equal	HR	Hour	N.S.	No Scale	SCHED	Schedule	V.I.F.	Verify in Field
CER	Ceramic	EQUIP	Equipment	HT	Height	N.T.S.	Not to Scale	SECT	Section	VOL	Volume
C.I.	Cast Iron	E.W.	Each Way	HVAC	Heating, Ventilation			SEP	Separation, Separate		
CLG	Ceiling	E.W.C.	Electric Water Cooler		and Air Conditioning	O/	Over	SH	Shelf	W	West
		EXIST	Existing	H.W.	Hot Water	OA	Overall	SHR	Shower	W/	With
		EXP	Expansion			OBSC	Obscure	SHT	Sheet	W.H.	Water Heater
		EXPO	Exposed			O.C.	On Center			W/O	Without
		EXT	Exterior							W.C.	Water Closet

(additional: WD Wood, WP Waterproof, WPM Waterproof Membrane, WSCT Wainscot, W.S.P. Wet Standpipe, WT Weight)

2 VICINITY MAP — NOT TO SCALE

Palomino Way, Appaloosa Way, Apollo Rd, Artemis Ln, Poseidon Ct

COVER & SITE

A0.1

2024-12

NOTES:

1. SEE STRUCTURAL FOR MORE INFORMATION.

2. ALL DIMENSIONS ARE TO BE CHECKED AND VERIFIED ON SITE BY CONTRACTOR.

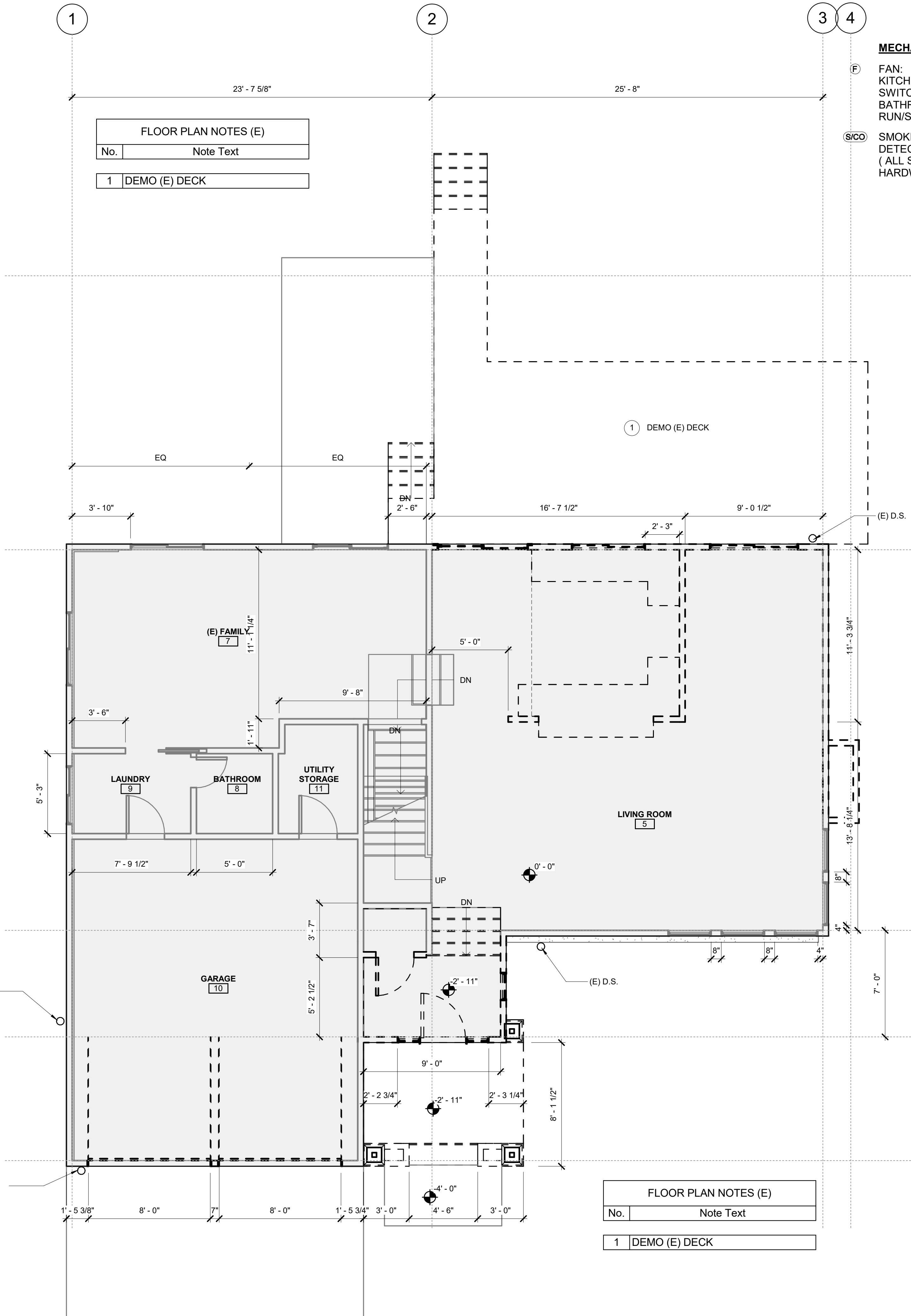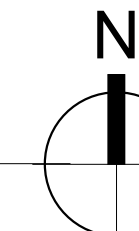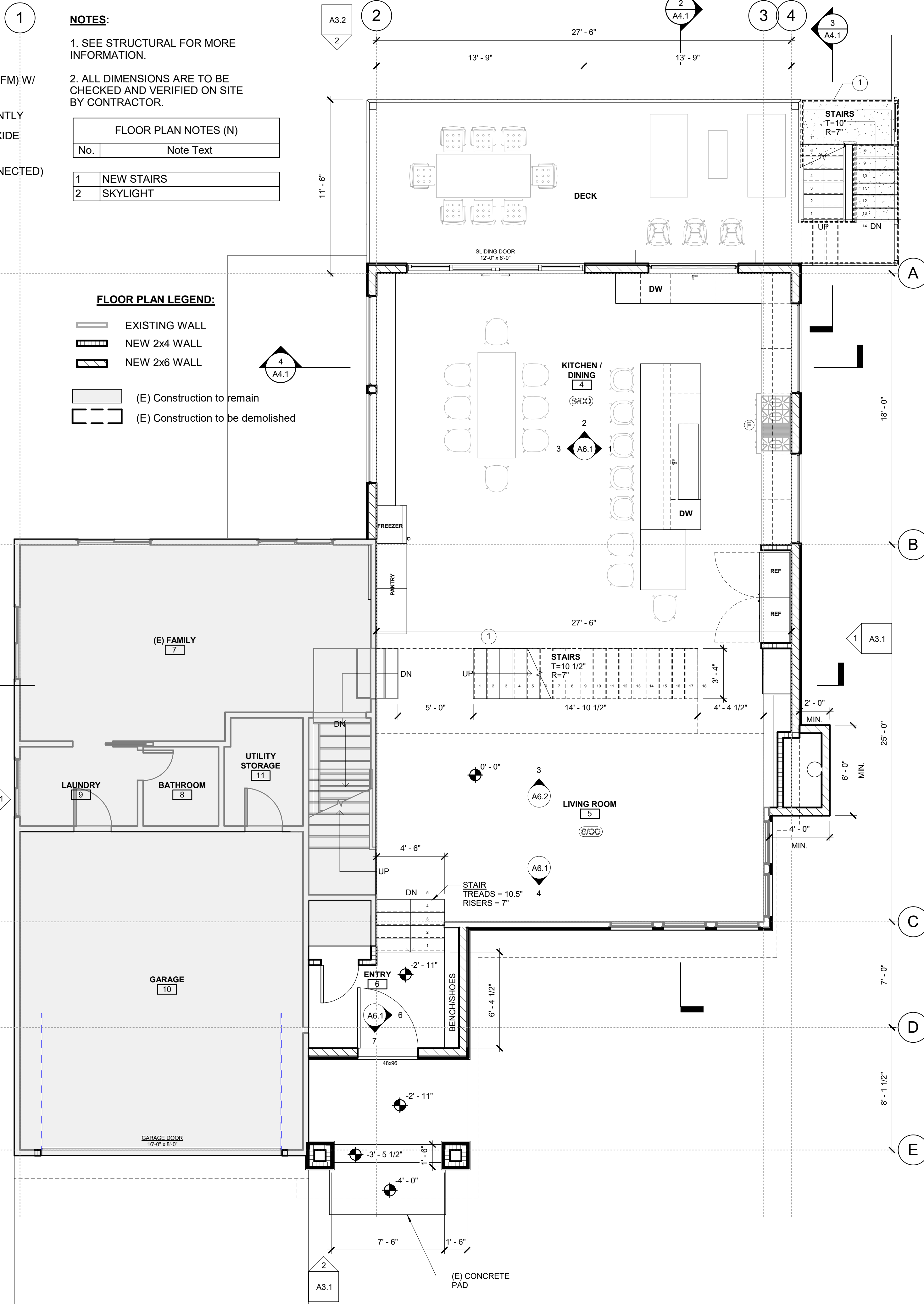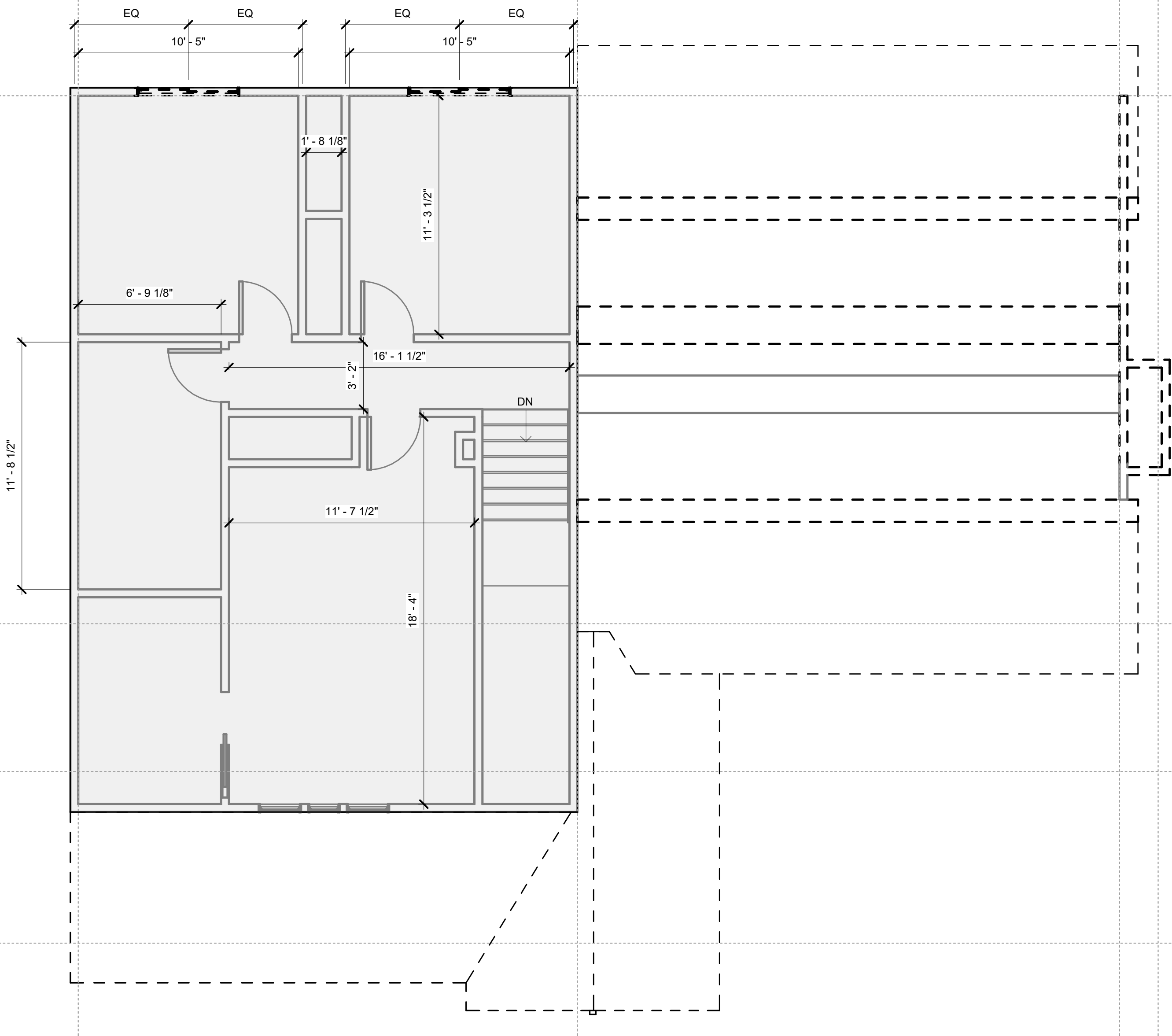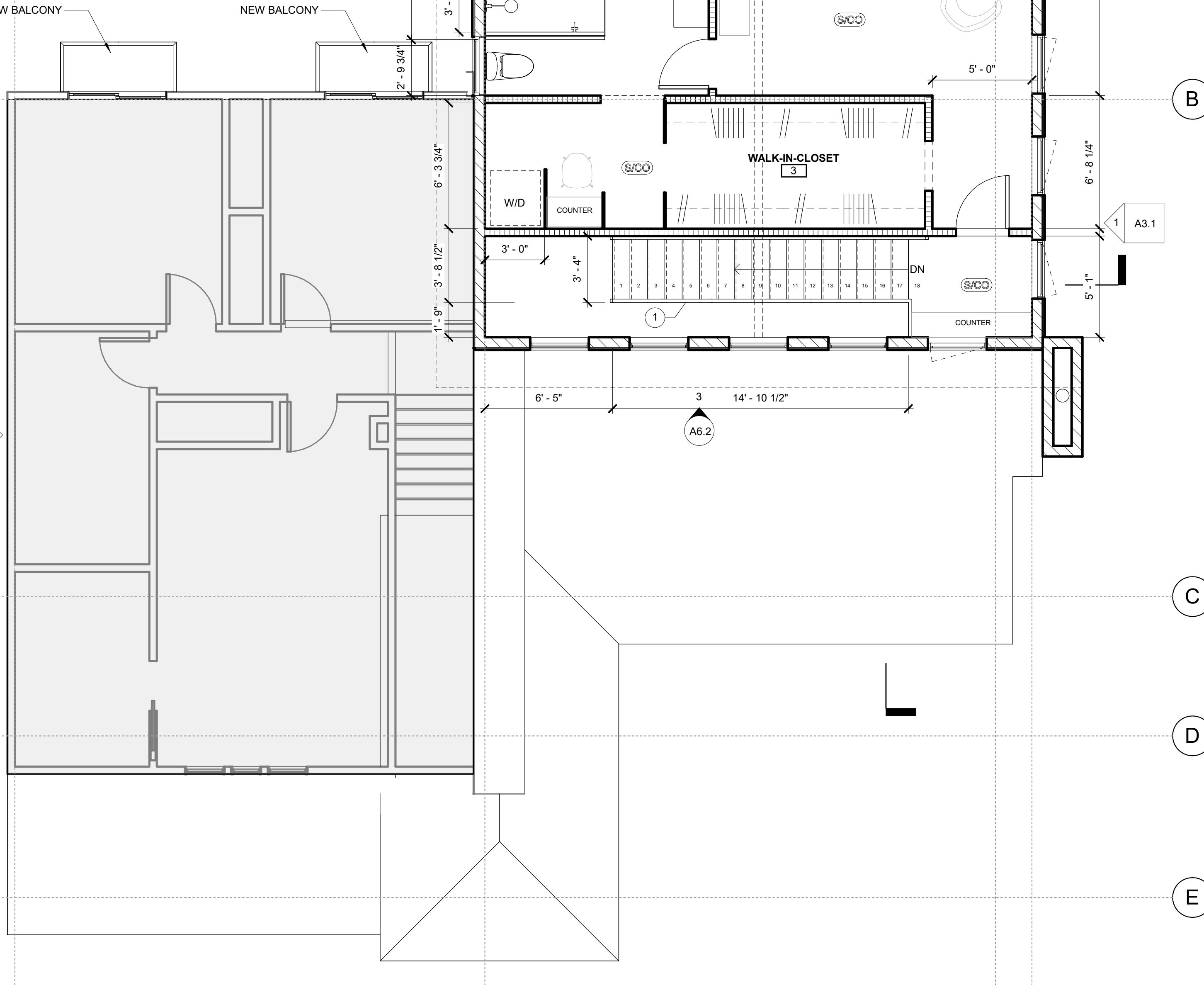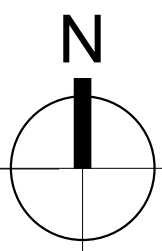| FLOOR PLAN NOTES (N)	
No.	Note Text
1	NEW STAIRS
2	SKYLIGHT

FLOOR PLAN LEGEND:

▭	EXISTING WALL
▬	NEW 2x4 WALL
▱	NEW 2x6 WALL
▨	(E) Construction to remain
⬚	(E) Construction to be demolished

STAIRS
T=10"
R=7"

UP

SHED
13

(E) CRAWL SPACE

(E) CRAWL SPACE

12' - 10 1/2"

23' - 8 1/2"

13' - 1 1/2"   11' - 8 1/4"

24' - 9 3/4"

(E) STORAGE
12

UP   3' - 6"   -10' - 0 1/2"

1' - 2"

5' - 8"   7' - 1"

7' - 6"

(E) CRAWL SPACE

(E) CRAWL SPACE

(E) STORAGE
12

UP

A3.2 1

A3.1

2 BASEMENT - EXISTING
1/4" = 1'-0"

1 BASEMENT - PROPOSED
1/4" = 1'-0"

N

N

MECHANICAL LEGEND:

F FAN:
   KITCHEN: 200CFM (MIN. 100 CFM) W/
   SWITCHED INTERMITTENTLY.
   BATHROOM: SET AT 50 CFM
   RUN/SWITCHED INTERMITTENTLY

S/CO SMOKE AND CARBON MONOXIDE
      DETECTOR
      (ALL SMOKE ALARMS ARE
      HARDWIRED AND INTERCONNECTED)

NOTES:

1. SEE STRUCTURAL FOR MORE
   INFORMATION.

2. ALL DIMENSIONS ARE TO BE
   CHECKED AND VERIFIED ON SITE
   BY CONTRACTOR.

FLOOR PLAN NOTES (N)	
No.	Note Text
1	NEW STAIRS
2	SKYLIGHT

FLOOR PLAN NOTES (E)	
No.	Note Text
1	DEMO (E) DECK

FLOOR PLAN LEGEND:

EXISTING WALL
NEW 2x4 WALL
NEW 2x6 WALL

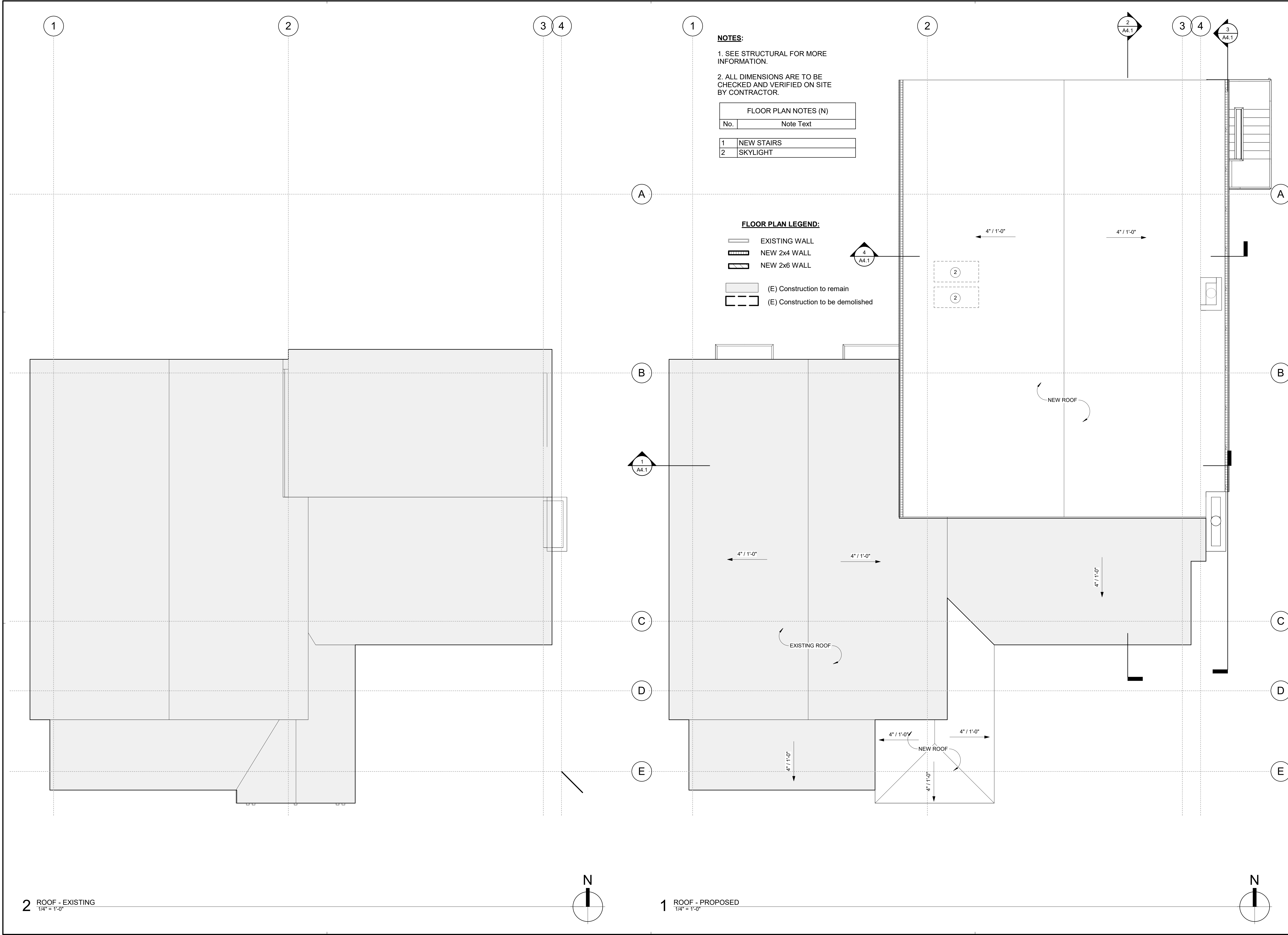(E) Construction to remain
(E) Construction to be demolished

FLOOR PLAN NOTES (E)	
No.	Note Text
1	DEMO (E) DECK

2 MAIN FLOOR - EXISTING
1/4" = 1'-0"

1 MAIN FLOOR - PROPOSED
1/4" = 1'-0"

Hartz Residence Remodel

6566 Apollo Road
West Linn, OR 97068

MAIN FLOOR PLAN

PERMIT   6.19.2025

2024-12

A2.1

(E) FAMILY 7
LAUNDRY 9
BATHROOM 8
UTILITY STORAGE 11
LIVING ROOM 5
GARAGE 10

KITCHEN / DINING 4
DECK
STAIRS T=10" R=7"
FREEZER
PANTRY
REF
STAIRS T=10 1/2" R=7"
ENTRY 6
BENCH/SHOES
GARAGE DOOR 16'-0" x 8'-0"
STAIR TREADS = 10.5" RISERS = 7"
(E) CONCRETE PAD

MECHANICAL LEGEND:

(F) FAN:
KITCHEN: 200CFM (MIN. 100 CFM) W/
SWITCHED INTERMITTENTLY.
BATHROOM: SET AT 50 CFM
RUN/SWITCHED INTERMITTENTLY

(S/CO) SMOKE AND CARBON MONOXIDE
DETECTOR
(ALL SMOKE ALARMS ARE
HARDWIRED AND INTERCONNECTED)

NOTES:

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FLOOR PLAN NOTES (N)	
No.	Note Text
1	NEW STAIRS
2	SKYLIGHT

FLOOR PLAN LEGEND:

▢ EXISTING WALL

▬ NEW 2x4 WALL

▬ NEW 2x6 WALL

▢ (E) Construction to remain

▢ (E) Construction to be demolished

STAIRS
T=10"
R=7"

UPPER DECK

DOOR
32" x 84"

SLIDING DOOR
12'-0" x 7'-0"

M. BATH
2

KING
SIZE

MASTER
BEDROOM
1

FIRE
PLACE

NEW BALCONY

NEW BALCONY

W/D

COUNTER

WALK-IN-CLOSET
3

DN

COUNTER

COUNTER

NEW BALCONY

EQ   EQ   EQ   EQ

10'-5"   10'-5"

1'-8 1/8"

11'-3 1/2"

6'-9 1/8"

3'-2"

16'-1 1/2"

DN

11'-8 1/2"

11'-7 1/2"

18'-4"

NOTES:

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FLOOR PLAN NOTES (N)	
No.	Note Text
1	NEW STAIRS
2	SKYLIGHT

FLOOR PLAN LEGEND:

— EXISTING WALL
▭ NEW 2x4 WALL
▭ NEW 2x6 WALL

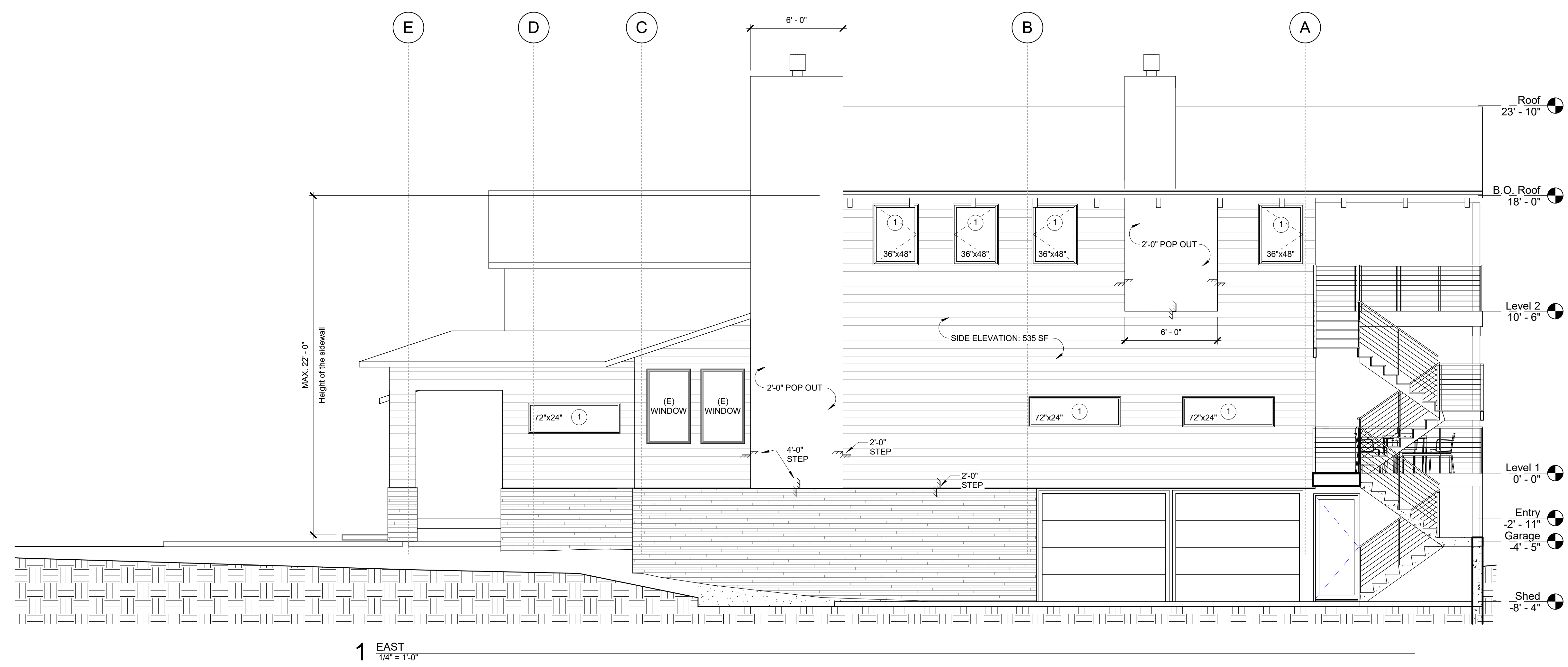▬ (E) Construction to remain
▭ (E) Construction to be demolished

4" / 1'-0"

NEW ROOF

EXISTING ROOF

4" / 1'-0"

NEW ROOF

Hartz Residence Remodel

6566 Apollo Road
West Linn, OR 97068

ROOF PLAN

PERMIT	6.19.2025

2024-12

A2.3

2 ROOF - EXISTING
1/4" = 1'-0"

1 ROOF - PROPOSED
1/4" = 1'-0"

N

N

ELEVATION NOTES
1	NEW WINDOW

SOUTH elevation

Roof 23' - 10"

10' - 0" MIN.

3' - 0" MIN.

B.O. Roof 18' - 0"

EQ EQ EQ EQ

1 36"x48" | 1 36"x48" | 1 36"x48" | 1 36"x48" | 1 36"x48"

(E) WINDOW

Level 2 10' - 6"

(E) WINDOW | (E) WINDOW | (E) WINDOW

8' - 3 1/2"

Max. 22' - 0" Height of the sidewall

Level 1 0' - 0"

Entry -2' - 11"

Garage -4' - 5"

2 SOUTH
1/4" = 1'-0"

EAST elevation

E D C B A

6' - 0"

Roof 23' - 10"

B.O. Roof 18' - 0"

1 36"x48" | 1 36"x48" | 1 36"x48" | 2'-0" POP OUT | 1 36"x48"

6' - 0"

SIDE ELEVATION: 535 SF

Level 2 10' - 6"

MAX. 22' -0" Height of the sidewall

(E) WINDOW | (E) WINDOW

72"x24" 1

2'-0" POP OUT

72"x24" 1 | 72"x24" 1

4'-0" STEP

2'-0" STEP

2'-0" STEP

Level 1 0' - 0"

Entry -2' - 11"

Garage -4' - 5"

Shed -8' - 4"

1 EAST
1/4" = 1'-0"

Hartz Residence Remodel

EXTERIOR ELEVATION

PERMIT	6.19.2025

2024-12

A3.1

NOTES:

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ELEVATION NOTES

| 1 | NEW WINDOW |

(A) (B) (C) (D) (E)

36"x36"   36"x36"

72"x24"   72"x24"

(E) WINDOW   (E) WINDOW

1 WEST
1/4" = 1'-0"

(4)(3) 27' - 6" (2) (1)

72"x60"

2 NORTH
1/4" = 1'-0"

Hartz Residence Remodel

6566 Apollo Road
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EXTERIOR ELEVATION

| PERMIT | 6.19.2025 |

2024-12

A3.2