



CITY OF
**West
Linn**

PRE-APPLICATION CONFERENCE

Thursday, January 22, 2025

Willamette Room
City Hall
22500 Salamo Rd
West Linn

1:00 pm: Proposed Housing Development
Applicant: Jason Karam, applicant
Property Address: 21305 Shannon Lane
Neighborhood Assn: Rosemont Summit Neighborhood Association
Planner: Aaron Gudelj **Project #:** PA-26-01





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 26-01

Conference Date: 1-15-26

Time: 11:00am

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: Tom & Molly McWeeney

Email: tpmcw@comcast.net

Phone #: 21305 Shannon Ln,

Address: West Linn, OR 97068

Applicant Information

Name: Jason Karam

Email: jason@process-pdx.com

Phone #: 775.846.4793

Address: 1231 NW Hoyt St., Ste 306
Portland, OR 97034

Address of Subject Property (or tax lot): 21E25BB00600 & 00700

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: Jason Karam

DATE: 12/29/2025

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:

DocuSigned by:
TP McWeeney
E50C85F-3E009436

DATE: 12/29/2025



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DATE: 12/29/2025

Pre-application Project Narrative

21305 Shannon Ln Feasibility

12/29/2025

West Linn Planning Staff,

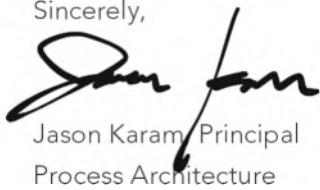
The proposed project seeks to thoughtfully redevelop the subject property with a diverse mix of housing types, including townhouses and one-level single-family homes, to provide flexible and attainable housing options that respond to the needs of a broad range of residents. The overall site layout is being developed with careful consideration of the property's Habitat Conservation Areas, with the intent to respect and preserve environmentally sensitive resources while concentrating development in appropriate areas of the site.

All vehicular access, including passenger vehicles, solid waste collection, and emergency services, is proposed from Athena Road. This approach is intended to provide clear, efficient, and safe access while minimizing impacts to surrounding streets and sensitive areas.

The townhouse component of the project is proposed to utilize the provisions of Oregon's Middle Housing legislation (House Bill 2001), allowing for a housing type that aligns with state policy objectives while remaining compatible with the surrounding neighborhood context. One-level single-family homes are proposed to complement the townhouses, offering accessible living options and contributing to a balanced and cohesive residential environment, while maintaining the existing character of the neighborhood.

The project team looks forward to working collaboratively with City staff to refine the proposal and ensure that the development meets the City of West Linn's planning goals, environmental stewardship objectives, and applicable land use standards.

Sincerely,



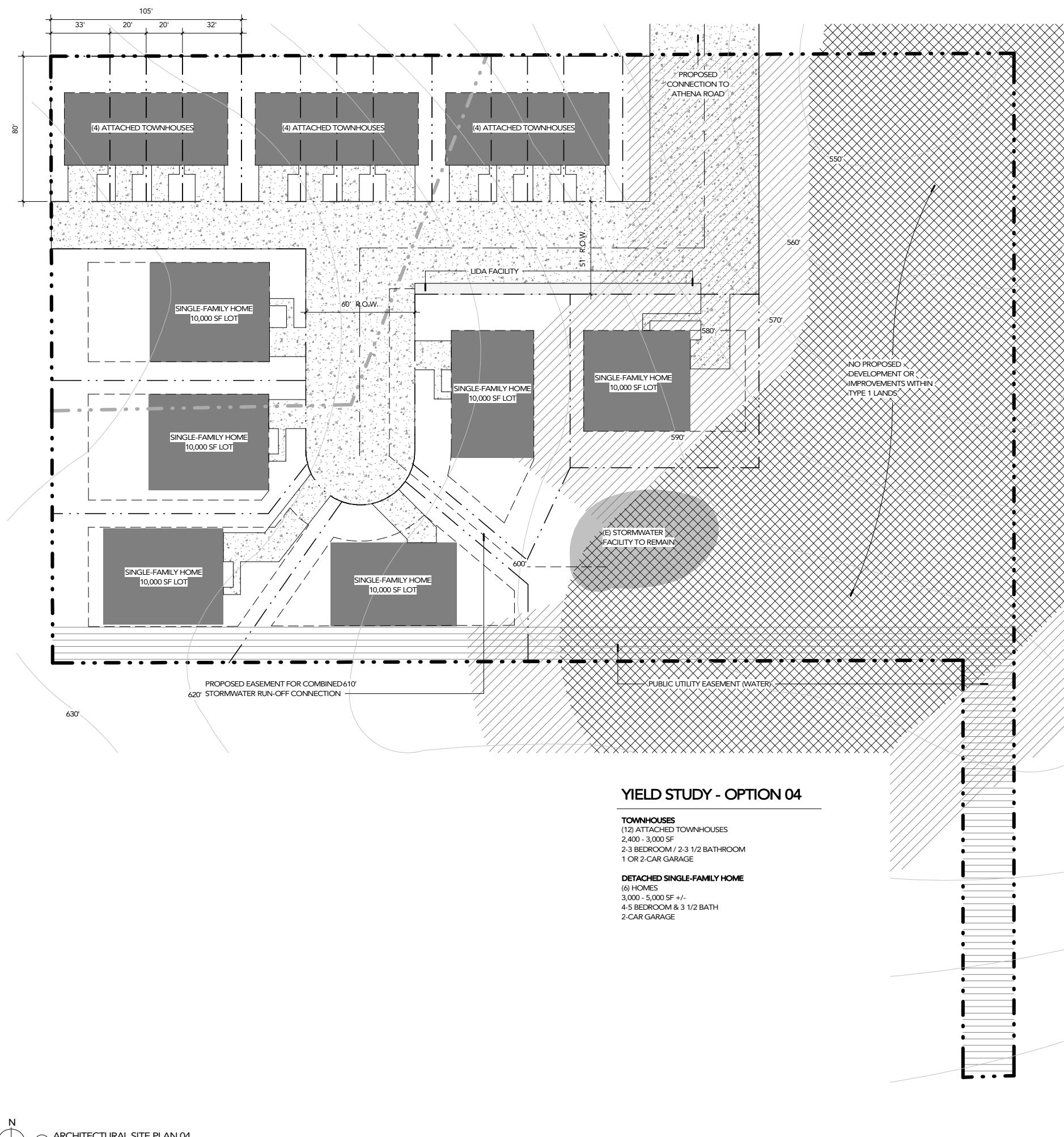
Jason Karam, Principal
Process Architecture

Pre-application Questions

21305 Shannon Ln Feasibility

December 24, 2025

1. The property is listed as a R10 Low Density Residential zone. Please confirm if any overlays are present.
2. The existing property currently has access from Shannon Ln. The proposed project looks to remove access from Shannon and use Athena Rd. to be the point of all access, including sanitary and emergency vehicles. Please confirm this approach.
3. There are Moderate and High Habitat Conservation Areas (HCA) present on the eastern portions of the site. The proposed project shows some development within the Moderate HCA and proposed to abandon the existing vehicle access within the High HCA. Please confirm if development, both horizontal and vertical, is allowable within Moderate or High HCAs.
4. If development is not allowable within a Moderate or High HCA, does staff allow any flexibility to development standards such as minimum lot size, lot dimensions, density, etc.
5. The project proposes using middle housing development standards to establish (3) 4-unit attached townhouses.
 - a. Can staff confirm the validity of this approach?
 - b. The townhouses propose stormwater run-off into planters along the proposed road. This would then be piped to the existing stormwater facility on-site. Can staff confirm this approach?
6. Confirm procedural requirements and estimated timelines for reviews.
 - a. Will the proposal be processed as a limited land use decision?
 - b. Will a neighborhood meeting be required?
 - c. Are there any code updates underway that might change the requirements?
7. Will a private driveway be able to serve the amount of proposed lots?
8. Please confirm whether any specialist reports will be required to process the application.
9. Are there any identified off-site improvements likely to be required?
10. Please confirm fire access requirements or options for the proposal.
11. Please confirm that there are no known maintenance or capacity issues for water, the sanitary sewer system, and storm sewer system serving the site.
12. There is an existing storm pond that appears to be located within the Type 1 Lands. Could this storm pond be upgraded and expanded within those lands to serve site to meet detention and water quality requirements?



GENERAL INFORMATION

- A. THIS YIELD STUDY IS BASED ON SCALED GIS MAPPING AND PUBLICLY AVAILABLE DATA AND HAS BEEN PREPARED IN THE ABSENCE OF A BOUNDARY AND TOPOGRAPHIC SURVEY. PROPERTY LINES, SITE DIMENSIONS, SETBACKS, ENVIRONMENTAL FEATURES, AND CONSTRAINTS ARE DIAGRAMMATIC AND APPROXIMATE.
- B. THE DIAGRAMS ARE INTENDED SOLELY TO EXPLORE POTENTIAL DEVELOPMENT CAPACITY AND DO NOT REPRESENT A FINAL SITE PLAN, ZONING CONFIRMATION, OR ENTITLEMENT POSITION.
- C. ACTUAL DEVELOPMENT POTENTIAL MAY VARY SIGNIFICANTLY ONCE A SURVEY, TITLE REPORT, AND DETAILED CODE ANALYSIS ARE COMPLETED.
- D. IT IS RECOMMENDED THAT THE OWNER, CIVIL ENGINEER, WATER RESOURCE ENGINEER, PLANNER AND ARCHITECT UTILIZE THESE DRAWINGS FOR A PRE-APPLICATION MEETING WITH THE CITY TO PRELIMINARILY VERIFY THIS INFORMATION.

ZONING CODE ANALYSIS

PROJECT INFORMATION

PROJECT ADDRESS: 21305 SHANNON LN, WEST LINN, OR 97068
TAX LOT: 21E25B00400 & 21E25B00700
ZONING: R10 LOW DENSITY RESIDENTIAL
SITE AREA: 0.86 ACRES & 3.65 ACRES; TOTAL OF 4.51 ACRES
COMPREHENSIVE PLAN: LOW DENSITY
NEIGHBORHOOD ASSOCIATION: ROSEMONT SUMMIT
JURISDICTION: WEST LINN MUNICIPAL CODE
URBAN GROWTH BOUNDARY: METRO UGB
SANITARY HAULER: WEST LINN REFUSE & RECYCLE
SEWER DISTRICT: TRI-CITY SERVICE DISTRICT

DEVELOPMENT STANDARDS

PERMITTED USES: SINGLE-FAMILY ATTACHED OR DETACHED (1-4), COTTAGE CLUSTERS, TOWNHOUSE, COMMUNITY RECREATION

DIMENSIONAL REQUIREMENTS:

- MINIMUM LOT SIZE: 10,000 SF (SINGLE FAMILY ATTACHED OR DETACHED UNIT)
- AVG MIN. LOT / TOWNHOUSE: 1,500 SF
- MIN. LOT WIDTH: 50' (DOES NOT APPLY TO TOWNHOUSE)
- AVG LOT WIDTH: 35' (DOES NOT APPLY TO TOWNHOUSE)

SETBACKS:

- FRONT YARD: 20' (EXCEPT FOR STEEPLY SLOPED LOTS - CDC 41.010 SHALL APPLY)
- INTERIOR SIDE YARD: 7'-6" (TOWNHOUSE W/ ATTACHED COMMON WALLS MAY BE 0')
- STREET SIDE YARD: 15'
- REAR YARD: 20'

MAX. BUILDING HEIGHT: 35' (EXCEPT FOR STEEPLY SLOPED LOTS - CDC 41.010 SHALL APPLY)

MAX. LOT COVERAGE: 35% (SPECIAL PROVISIONS FOR COTTAGE CLUSTER, SEE TABLE 11.070)

ACCESS WIDTH TO LOT: 15' (ACCESS WIDTH FOR LOT WHICH DOES NOT ABUT A STREET OR FLAG LOT)
(MIN. FAR DOES NOT APPLY TO COTTAGE CLUSTERS)

SINGLE HOME: 0.45

DUPLEX - QUADPLEX: 0.60

WEST LINN FEASIBILITY STUDY

21305 SHANNON DR.

OWNER: PATRICK KAUSE

FEASIBILITY / YIELD STUDY

ISSUE DATE: 12/22/2025
PROJECT NO: 25030
DRAWN BY: JK

CONCEPTUAL SITE PLAN - OPTION 04

DR1.04

SITE PLAN CODE LEGEND

