



PRE-APPLICATION CONFERENCE

Thursday, May 21, 2026

Willamette Room
City Hall
22500 Salamo Rd
West Linn

1:00 pm: Proposed Subdivision
Applicant: Levi Levasa
Property Address: 1275 Rosemont Road
Neighborhood Assn: Rosemont Summit Neighborhood Association
Planner: Aaron Gudelj & Erica Smith **Project #:** PA-26-07





Pre-Application Conference Request

For Staff to Complete:			
PA	PA-26-07	Conference Date:	05/21/26
		Time:	1:00pm
Staff Contact:		Fee:	\$1,200

Pre-application conferences are held on the **first and third Thursdays of the month between 1:00 pm and 4:00 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: West Linn-Wilsonville School District #3
Email: douglasr@wlwv.k12.or.us
Phone #: 503-799-6891
Address: 22210 SW Stafford Road
Tualatin, OR 97062

Applicant Information

Name: Venture Properties, Inc.
Email: Levi@ventureprop.com
Phone #: 503.250.3651
Address: 4230 Galewood Street, Suite 100
Lake Oswego, OR 97035

Address of Subject Property (or tax lot): 2175 Rosemont Road
Tax Lot: 21E26AD2200

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:

4-23-26

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:

4-21-26



April 22, 2026

City of West Linn
Planning Department
22500 Salamo Rd
West Linn, OR 97068

RE: Pre- Application Conference Narrative for Rosemont Road Subdivision and Middle Housing Land Division

Venture Properties, Inc. has requested a pre-application conference to determine whether a residential subdivision is feasible on the approximately 10.08-acre site, known as Oppenlander Field, located at 1275 Rosemont Road and specifically identified as Tax Lot 2200 on Tax Map 21E26AD in Clackamas County, Oregon. ***Bold italics*** will be used to highlight specific questions for staff following the relevant narrative sections, with any further questions listed at the end.

The site is zoned R-10 and designated Low Density Residential in the West Linn Comprehensive Plan. The property is relatively flat for the area, previously graded for the existing ball fields, and lacks identified natural resource features. Existing vegetation consists primarily of maintained grass with some tree cover in the southern portion of the site and along portions of the site perimeter.

Land Use/Development:

The preliminary plans submitted with this request are intended to represent a proposal for a single, consolidated subdivision application that would be reviewed under the City's Subdivision approval process, and would include a middle housing land division (MHLD) for further division of some of the resulting "parent" lots. One final plat including all lots in their final configuration would be recorded.

The "parent" lots that are not further divided through the MHLD are anticipated to be developed as single family detached homes and, the "child" lots resulting from the MHLD are anticipated to be developed as detached duplexes.

The Subdivision Layout shows 26 lots and the preliminary layout of the final configuration shows a total of 45 lots.

- 1. Please confirm the process that applies to a consolidated subdivision and MHLD application and that the preliminary layout could be approved through that process.***
- 2. Please discuss whether the lot size, dimensions, and density calculations represented in the preliminary layout appear to meet the applicable requirements for a Subdivision in the R-10 zone and the MHLD.***

Access/Transportation:

The proposed access to the site includes road alignment with Meadowlark Drive to the south, Miles Ct. to the east and a pedestrian connection to the northwest. Miles Ct. to the east of the site is a dedicated, unimproved right-of-way. The proposed pedestrian connection to the northwest will connect to the existing pedestrian path

within the public access easements provided as part of the Haverhill and Peregrine Park subdivisions. The preliminary layout reflects a connection to each of these access points.

The proposed street layout results in a single dead-end access to 28 homes north of the proposed Miles Ct. and Meadowlark Dr. intersection. Private streets are proposed in two locations that serve more than two, but no more than four future dwellings.

- 3. Please confirm whether any required off-site transportation improvements to the dedicated portion of Miles Ct. within the Peregrine Park Phase 2 subdivision would be eligible for SDC credits or reimbursement.**
- 4. Please confirm whether the existing public access easements to the northwest would allow for the pedestrian connection shown in the preliminary plan.**
- 5. Please confirm the required cross sections on a private street serving 4 or less lots and the dimensions of any required fire turnaround on a private street.**
- 6. Please discuss different options allowed for providing shared private access to lots; including whether using reciprocal easements is an option.**

Stormwater:

The site is partially within the Mary S. Young Creek and Tanner Creek Drainage Basins. The concept plan identifies two stormwater tract areas on site: one in the northwest corner and one in the southeast corner. Within the Mary S. Young Creek Drainage Basin, there are existing stormwater mains within rear/side yard easements of lots within the Haverhill and Peregrine Park subdivisions to the north/northwest and in the Peregrine Park Phase 2 subdivision to the east. Within the Tanner Creek Drainage Basin there is an existing stormwater main at the southeast corner of the site. The preliminary layout identifies stormwater tracts adjacent to these potential connection points in the northwest and northeast.

- 7. Please discuss different options available for any required stormwater detention and/or treatment.**
- 8. Please discuss the City's required stormwater modelling, cross basin drainage allowability, and any thresholds for cross basin drainage that would trigger a downstream analysis.**
- 9. Are there any downstream capacity limitations or issues in the stormwater mains located to the northwest (Asset ID SWMN12413), southeast (Asset ID SWMN20199), and east (Asset ID SWMN12681) of the site?**

Sanitary Sewer:

The site is within the Bolton Basin North Sewer Service Area. There are existing sanitary sewer mains to the northwest within easements provided in the rear yards of lots within the Haverhill subdivision and to the east in the Miles Drive right-of-way. No sewer main was extended to the eastern boundary of the site through the dedicated Miles Ct. right-of-way from the main within Miles Drive.

- 10. Are there any downstream capacity limitations or issues in the Miles Drive (Asset ID SSMN1827) or Haverhill Easement (Asset ID SSMN1805) sanitary sewer mains?**

11. Regarding Manhole SSST3271 to the east within Peregrine Park Phase 2, the as-builts indicate a stub to the west was installed as part of the public improvements. Was the stub installed all the way to the boundary of the shared boundary with this site or just to the edge of right-of-way?

12. Please confirm whether any required off-site sanitary sewer improvements within the dedicated portion of Miles Ct. in the Peregrine Park Phase 2 subdivision would be eligible for SDC credits or reimbursement.

Water:

There is an existing 8" water main in Rosemont Road along the frontage of the site and a 6" water main in the Miles Drive right-of-way east of the site. No water main was extended to the eastern boundary of the site through the dedicated Miles Ct. right-of-way from the main within Miles Drive. We anticipate connecting to each of these mains.

13. Please confirm whether any required off-site water improvements within the dedicated portion of Miles Ct. in the Peregrine Park Phase 2 subdivision would be eligible for SDC credits or reimbursement.

Additional Questions:

In addition to items typically covered during a pre-application conference, we would like to discuss the following questions and associated topics:

14. Please confirm the building setbacks that apply to the parent and child lots.

15. Please confirm any Lot Coverage or FAR requirements.

16. Please confirm any other land use applications that apply to the project.

17. Please confirm whether a neighborhood meeting is required and what neighborhood groups or associations need to be notified.

18. Please discuss any park or open space requirements.

19. We anticipate at least some tree removal on site. Please discuss requirements and permits needed to facilitate tree removal and any preservation requirements.

20. Please confirm whether any natural resource overlays apply to this site and whether any natural resource analyses or arborist reports are required.

21. Please discuss any screening and buffering standards that may apply to this project, including any special requirements along Rosemont Road.

22. Please discuss the proposed site circulation and whether it is acceptable to the fire department.

23. Please discuss any on-street parking requirements.

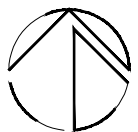
- 24. Please confirm the extent of the improvements required along the site frontage of Rosemont Road.**
- 25. Please discuss any nearby transportation projects or future projects that may impact this project.**
- 26. Please discuss any requirements for a transportation study.**
- 27. Please confirm sufficient water capacity and pressure exist for domestic and fire service.**
- 28. Please discuss whether the City waives any meter upsizing fees for including any required fire sprinklers in homes.**
- 29. Please confirm whether there are any other reports, studies, or analyses that would be required as part of this project.**

If there are any other known issues or site constraints that we are aware of, please let us know. We look forward to meeting with you and discussing this project further and appreciate the coordination to date.

Sincerely,

Venture Properties, Inc.

Levi Levasa
Land Acquisition & Development
Levi@Ventureprop.com
503.250.3651

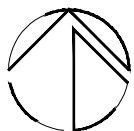


SCALE: 1" = 100'

SUBDIVISION LAYOUT



FINAL CONFIGURATION PRELIMINARY LAYOUT



SCALE: 1" = 100'

----- MIDDLE HOUSING
LAND DIVISION LINE