



CITY OF
**West
Linn**

LAND USE PRE-APPLICATION CONFERENCE

Thursday, December 18, 2014

**City Hall
22500 Salamo Road**

Willamette Conference Room

11:00 am Proposed zone change from R-10 to General Commercial

Applicant: Annette Chay, Chay LLC

Subject Property Address: 1720 Willamette Falls Drive

Neighborhood Assn: Willamette

Planner: Sara Javoronok

Project #: PA-14-45





PRE-APPLICATION CONFERENCE

THIS SECTION FOR STAFF COMPLETION		
CONFERENCE DATE: 12/18/14	TIME: 11:00 AM	PROJECT #: PA-14-45
STAFF CONTACT: PETER SPIR		FEE: 1000-

Pre-application conferences occur on the first and third Thursdays of each month. In order to be scheduled for a conference, this form including property owner's signature, the pre-application fee, and accompanying materials must be submitted at least 14 days in advance of the conference date. Twenty-four hour notice is required to reschedule.

Address of Subject Property (or map/tax lot): MAP: 31E02BA01800 / TAX ACCT: 00748917

Brief Description of Proposal: Zone Change From R-10 to General Commercial AT 1720 WILLAMETTE FALLS DR., WEST LINN

Please See Pre-Application Conference Meeting Summary Notes DATED 3/1/2007 ATTACHED.

Applicant's Name: Annette CHAY / CHAY LLC

Mailing Address: 1980 WILLAMETTE FALLS DR. # 120-343 WEST LINN, OR.

Phone No: (503) 358-7680 Email Address: CHAYLLC@gmail.com 97068

Please attach additional materials relating to your proposal including a site plan on paper up to 11 x 17 inches in size depicting the following items:

- North arrow
- Scale
- Property dimensions
- Streets abutting the property
- Conceptual layout, design and/or building elevations
- Easements (access, utility, all others)
- Access to and from the site, if applicable
- Location of existing trees, highly recommend a tree survey
- Location of creeks and/or wetlands, highly recommend a wetland delineation
- Location of existing utilities (water, sewer, etc.)

Please list any questions or issues that you may have for city staff regarding your proposal:

By my signature below, I grant city staff right of entry onto the subject property in order to prepare for the pre-application conference.

[Signature] _____ 12/5/14
Property owner's signature Date

Same As Above
Property owner's mailing address (if different from above)