

City of West Linn
PRE-APPLICATION CONFERENCE MEETING
SUMMARY NOTES
July 8, 2015

SUBJECT: Proposed 13 lot subdivision and Water Resource Area permit (WRA) at 1430 and 1400 Rosemont Road

FILE: PA-15-27

ATTENDEES: Applicants: Andrew Tull, Aaron Murphy, Chad Bettsworth
Staff: Peter Spir (Planning), Khoi Le (Engineering)
Other: Ty Darby, TVFR

*The following is a summary of the meeting discussion provided to you from staff meeting notes. Additional information may be provided to address any "follow-up" items identified during the meeting. **These comments are PRELIMINARY in nature.** Please contact the Planning Department with any questions regarding approval criteria, submittal requirements, or any other planning-related items. Please note disclaimer statement below.*

Site Information

Site Address: 1430 and 1400 Rosemont Road
Tax Not No.: Tax lots 100 and 400 of assessor's map 21E25CB
Site Area: 219,225 square feet
Neighborhood: Parker Crest (HSRS north of Rosemont Road)
Comp. Plan: Low density residential
Zoning: R-10 (Single family residential detached / 10,000 square foot minimum lot size)
Applicable code: CDC Chapter 85: Land Division
CDC Chapter 32: WRA
CDC Chapter 11: R-10

Project Details: The applicant proposes a 13 lot subdivision on two parcels. All lots would have to exceed the 10,000 square foot minimum lot size. The applicant proposes to access the lots from Rosemont Road, Ridge Lane, a connective street between those streets and a shared driveway off Ridge Lane. The existing house and accessory buildings will be retained. The presence of an ephemeral stream on the property triggers a WRA permit.

Site Details: The City's adopted WRA map shows an ephemeral stream running north-south on the west edge of 1430 Rosemont property. There is a 15 foot structural/development setback from the thread or center of the stream. The provisions of CDC 32.020(B) may be applicable.

There are a number of trees around the house and accessory buildings. The applicant must inventory and map the trees by location, type, size and tag them in the field. Mike Perkins, the

City Arborist, will then make a determination of significance for the on-site trees (mperkins@westlinnoregon.gov).

Engineering Division Comments

Contact Khoi Le at kle@westlinnoregon.gov or 503-722-5517 for engineering requirements. Contact Ty Darby from Tualatin Valley Fire and Rescue (TVF&R) at ty.darby@tvfr.com or 503-259-1409 for their requirements.

Process

For the Subdivision, address the submittal requirements and provide responses to the approval criteria of CDC Chapter 85. There is a deposit fee of \$4,200 plus \$200 a lot plus final plat fee of \$2,000 and a final inspection fee of \$500. For the WRA permit address the submittal requirements and provide responses to the approval criteria of CDC Chapter 32. The WRA permit fee is \$2,600. The CDC is online at <http://westlinnoregon.gov/cdc>.

N/A is not an acceptable response to the approval criteria. The submittal requirements may be waived, but the applicant must first identify the specific submittal requirement and request, in letter form, that it be waived by the Planning Manager and must identify the specific grounds for that waiver.

A neighborhood meeting is required per CDC 99.038. Follow the requirements of that section explicitly. The Parker Crest neighborhood president is available at ParkercrestNA@westlinnoregon.gov. The HSRS neighborhood president is available at HiddenSpringsNA@westlinnoregon.gov.

Once the application and deposit/fee are submitted, the City has 30 days to determine if the application is complete or not. If the application is not complete, the applicant has 180 days to make it complete or provide written notice to staff that no other information will be provided.

Once the submittal is deemed complete, staff will provide notice per CDC Chapter 99 and schedule a hearing with the Planning Commission. Appeals of the Planning Commission's decision are heard by City Council.

Pre-application notes are void after 18 months. After 18 months with no application approved or in process, a new pre-application conference is required.

Typical land use applications can take 6-10 months from beginning to end.

DISCLAIMER: This summary discussion covers issues identified to date. It does not imply that these are the only issues. The burden of proof is on the applicant to demonstrate that all approval criteria have been met. These notes do not constitute an endorsement of the proposed application **or provide any assurance of potential outcomes**. Staff responses are based on limited material presented at this pre-application meeting. New issues, requirements, etc. could emerge as the application is developed. **A new pre-application conference would have to be scheduled one that period lapses and these notes would no longer be valid. Any changes to the CDC standards may require a different design or submittal.**