

**City of West Linn**  
**PRE-APPLICATION CONFERENCE MEETING**  
**SUMMARY NOTES**  
**October 17, 2019**

SUBJECT: Maddax Woods Park Improvements

FILE: PA-19-22

ATTENDEES: Applicant: Ken Warner and Ken Worcester (West Linn Parks & Rec)  
Brian Varricchione, Ralph Henderson, McKayla Dear (Mackenzie)

Public: Stacy Epstein, Alma Coston, Peggy Waters, Holly Bartholomew (West Linn Tidings)

Staff: Darren Wyss (Planning), Chris Myers (Planning)

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*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: 5785 River Street

Tax Not No.: 2S 2E 30BD 00800

Site Area: 9.17 acres

Neighborhood: Bolton Neighborhood Association

Comp. Plan: Low Density Residential

Zoning: R-10

Applicable code: CDC Chapter 11: Single-Family Residential Detached, R-10  
CDC Chapter 27: Flood Management Areas  
CDC Chapter 28: Willamette and Tualatin River Protection  
CDC Chapter 32: Water Resource Area Protection  
CDC Chapter 56: Parks and Natural Area Design Review

**Project Details**

The applicant proposes to construct a boat barn to replicate the structure that was once on the property. The boat barn will provide shelter for Friends of Maddax Woods events, but will not be available for reservation to the general public. This use is permitted in the R-10 zone. The applicant also plans to improve the existing driveway with pervious materials

**Public Comments**

Will the boat barn impede kayak access to the river? No, kayakers will be able to use the current access points.

Will there be kayak storage opportunities at the boat barn? No, the boat barn is to replicate a structure that once on the property and to provide some shelter during inclement weather.

**Engineering Division Comments**

Contact Amy Pepper at [apepper@westlinnoregon.gov](mailto:apepper@westlinnoregon.gov) or 503-722-3437 for engineering requirements.

## **Tualatin Valley Fire & Rescue Comments**

Contact Jason Arn at [jason.arn@tvfr.com](mailto:jason.arn@tvfr.com) or 503-259-1510

### **Process**

The proposal requires a Class I Parks Design Review. The land use review is performed by the Planning Manager. No public hearing is required. For the proposal, address the submittal requirements and standards for decision-making in Community Development Code (CDC) Chapter 56. N/A is not an acceptable response to the approval criteria.

The location of the boat barn is within the 100-year floodplain and the Willamette River Greenway. For the proposal, address the submittal requirements and standards for decision-making in Community Development Code (CDC) Chapters 27 and 28. The pervious improvements to the driveway are also within the 100-year floodplain and depending on the location of the on-site wetland, potentially within a water resource area. For the proposal, address the submittal requirements and standards for decision-making in Community Development Code (CDC) Chapters 27 and 32.

The submittal requirements may be waived under CDC 99.035.B, 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.

There is a fee of \$2,100 for the Class I Parks Design Review. Flood Management Area Permit is a \$1,050 deposit, Willamette River Greenway Permit is a \$1,700 deposit, and Water Resource Area Permit is a \$1,850 deposit.

You may access the West Linn Community Development Code (CDC) online at <http://westlinnoregon.gov/cdc>.

A neighborhood meeting is not required per CDC 99.038.

Once the application and fee is 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 decision date. Appeals are heard by City Council.

### ***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. 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. Any changes to the CDC standards may require a different design or submittal. Substantive changes to the design may require a new pre-application conference.