

DEVELOPMENT REVIEW APPLICATION

For Office Use Only		
STAFF CONTACT <i>Darren Wyss</i>	PROJECT NO(S). <i>MP-15-04</i>	
NON-REFUNDABLE FEE(S) <i>2500 500</i>	REFUNDABLE DEPOSIT(S) <i>2800</i>	TOTAL <i>3300</i>

Type of Review (Please check all that apply):

- | | | |
|--|---|---|
| <input type="checkbox"/> Annexation (ANX)
<input type="checkbox"/> Appeal and Review (AP) *
<input type="checkbox"/> Conditional Use (CUP)
<input type="checkbox"/> Design Review (DR)
<input type="checkbox"/> Easement Vacation
<input type="checkbox"/> Extraterritorial Ext. of Utilities
<input type="checkbox"/> Final Plat or Plan (FP)
<input type="checkbox"/> Flood Management Area
<input type="checkbox"/> Hillside Protection & Erosion Control | <input type="checkbox"/> Historic Review
<input type="checkbox"/> Legislative Plan or Change
<input type="checkbox"/> Lot Line Adjustment (LLA) */**
<input checked="" type="checkbox"/> Minor Partition (MIP) (Preliminary Plat or Plan)
<input type="checkbox"/> Non-Conforming Lots, Uses & Structures
<input type="checkbox"/> Planned Unit Development (PUD)
<input type="checkbox"/> Pre-Application Conference (PA) */**
<input type="checkbox"/> Street Vacation | <input type="checkbox"/> Subdivision (SUB)
<input type="checkbox"/> Temporary Uses *
<input type="checkbox"/> Time Extension *
<input type="checkbox"/> Variance (VAR)
<input type="checkbox"/> Water Resource Area Protection/Single Lot (WAP)
<input type="checkbox"/> Water Resource Area Protection/Wetland (WAP)
<input type="checkbox"/> Willamette & Tualatin River Greenway (WRG)
<input type="checkbox"/> Zone Change |
|--|---|---|

Home Occupation, Pre-Application, Sidewalk Use, Sign Review Permit, and Temporary Sign Permit applications require different or additional application forms, available on the City website or at City Hall.

Site Location/Address:
2351 OXFORD STREET

 Assessor's Map No.: **2S1 25DC**

Tax Lot(s): 600, 3700, 5800, 6200 & 6300

 Total Land Area: **6.3 ac**

Brief Description of Proposal: MINOR PARTITION APPROVAL TO CONSOLIDATE THE PARCELS, WHICH CONSTITUTE THE EXISTING SUNSET PS SITE, INTO ONE LEGAL PARCEL. THE DISTRICT HAS BEEN ADVISED BY THE CLACKAMAS CO. SURVEYOR/CITY STAFF THIS IS THE APPROPRIATE REQUEST.

Applicant Name: **TIM WOODLEY**
(please print)

 Phone: **503.673.7976**

Address: West Linn-Wilsonville Sch. Dist., 2755 SW Borland Rd.

 Email: woodleyt@wlwv.k12.or.us

 City State Zip: **TUALATIN, OR 97062**
Owner Name (required): **SAME**
(please print)

Phone:

Address:

Email:

City State Zip:

Consultant Name: **KEITH LIDEN**
(please print)

 Phone: **503.757.5501**

Address: 319 SW Washington St., Suite 914

 Email: keith.liden@gmail.com

 City State Zip: **PORTLAND, OR 97204**

1. All application fees are non-refundable (excluding deposit). Any overruns to deposit will result in additional billing.

2. The owner/applicant or their representative should be present at all public hearings.

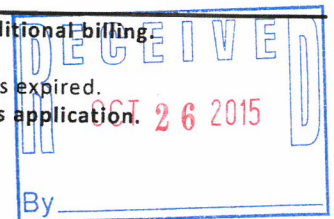
3. A denial or approval may be reversed on appeal. No permit will be in effect until the appeal period has expired.

4. **Three (3) complete hard-copy sets (single sided) of application materials must be submitted with this application.**

One (1) complete set of digital application materials must also be submitted on CD in PDF format.

If large sets of plans are required in application please submit only two sets.

* No CD required / ** Only one hard-copy set needed



The undersigned property owner(s) hereby authorizes the filing of this application, and authorizes on site review by authorized staff. I hereby agree to comply with all code requirements applicable to my application. Acceptance of this application does not infer a complete submittal. All amendments to the Community Development Code and to other regulations adopted after the application is approved shall be enforced where applicable. Approved applications and subsequent development is not vested under the provisions in place at the time of the initial application.

Applicant's signature

Date

Owner's signature (required)

Date

Transmittal

Project: Sunset Primary School Property – Minor Partition Application
Date: October 26, 2015
To: Peter Spir
West Linn Planning Department
22500 Salamo Road
West Linn, OR 97068
From: Keith Liden
cc: Tim Woodley, Remo Douglas, Tony Vandenberg, Thea Wayburn, and Amy Berger
Via: Messenger
Phone: 503.757.5501
Email: keith.liden@gmail.com

Contents:

- West Linn application form (1 original)
 - Application narrative (1 copy)
 - Minor Partition Plat – full size (1 copy)
 - Minor Partition Plat – 11”X17” (1 copy)
 - CD of application materials (1 CD)
-

Remarks:

- West Linn-Wilsonville School District will contact the city directly to pay the \$2,800 fee.

SUNSET PRIMARY SCHOOL PROPERTY

Minor Partition

October 26, 2015

APPLICATION SUMMARY

For approval of a one-lot minor partition to consolidate the existing Sunset Primary School property into one legal lot.

GENERAL INFORMATION

Location

Sunset Primary School property - 2351 Oxford Street (2S 1E Section 25 DC, Tax Lots 600, 3700, 5800, 6200, and 6300). Its location is shown in Figure 1.

Comprehensive Plan and Zoning Designations

The Comprehensive Plan designation is Low Density Residential.

Consistent with the Comprehensive Plan, the property is zoned Single Family Residential Detached (R-10).

Property Owner

West Linn-Wilsonville School District
Tim Woodley, Director of Operations
2755 SW Borland Road
Tualatin, OR 97062
Phone: 503.673.7976
E-mail: woodleyt@wlwv.k12.or.us

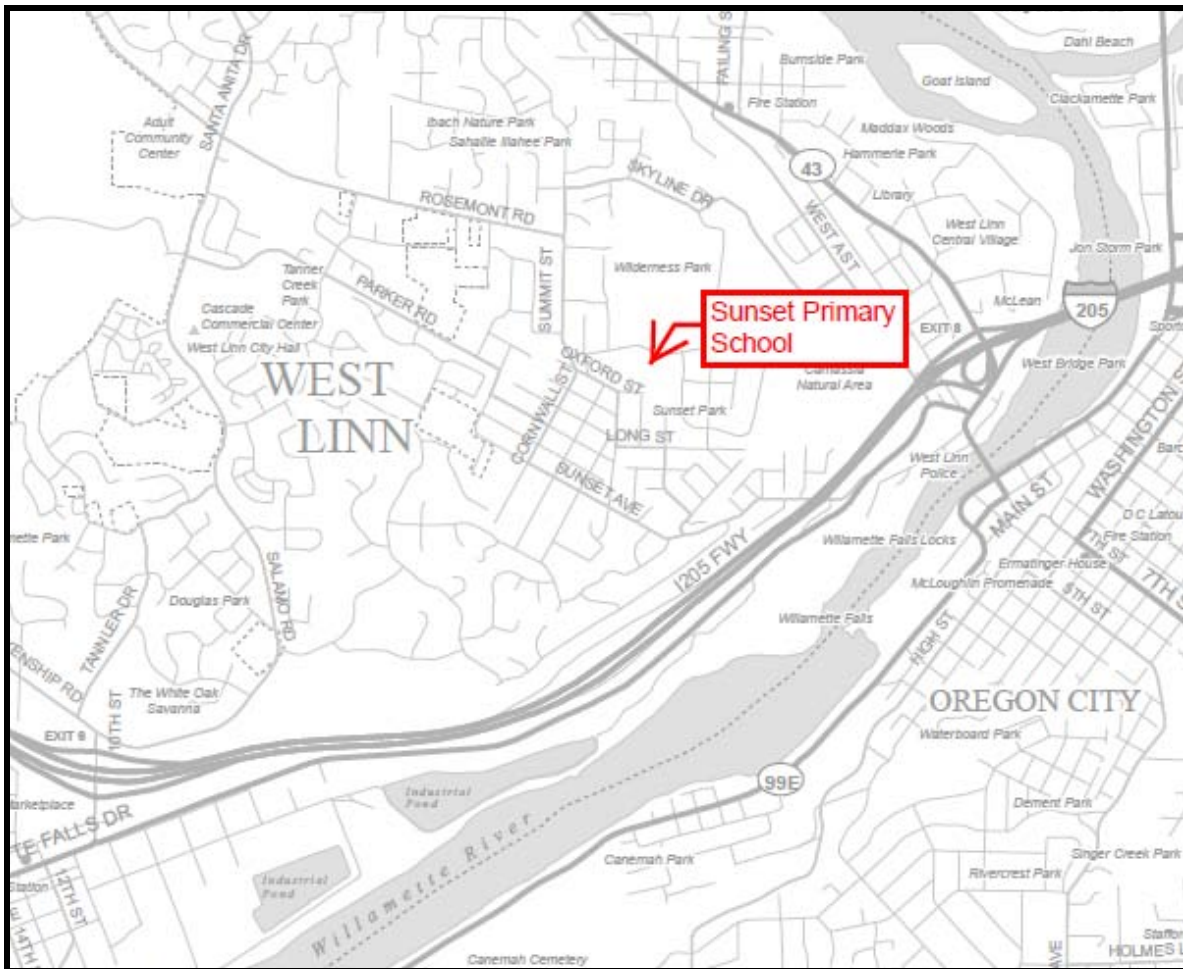
Applicant's Representative

Keith Liden, AICP
Bainbridge
319 SW Washington Street, Suite 914
Portland, OR 97204
Phone: 503.757.5501
E-mail: keith.liden@gmail.com

Applicant's Surveyor

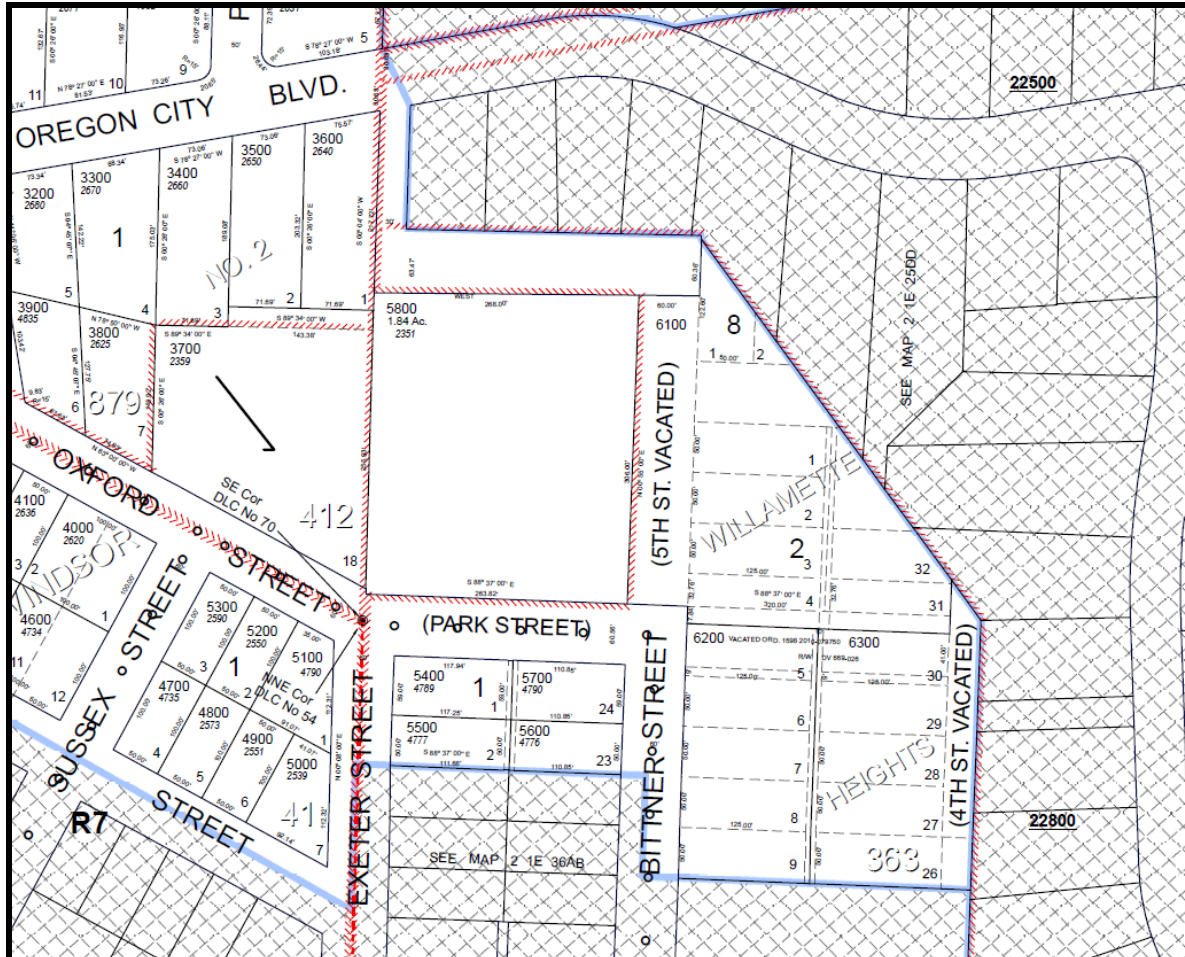
Mike Rademacher, PLS
Compass Engineering
4107 SE International Way, Suite 705
Milwaukie, OR 97222
Phone: 503.653.9093
E-mail: miker@compass-engineering.com

Figure 1: Vicinity Map



Source: City of West Linn

Figure 2: Property Map



Source: Clackamas County Assessor's Map 21E 25DC

BACKGROUND INFORMATION

Site Description

The site is developed with Sunset Primary School, one of the older facilities in the District. The property includes a 54,000 square-foot building, driveways, parking, and play areas. The entire "L"-shaped site is approximately 6.3 acres. The property was recently expanded to the southeast through the acquisition of approximately 1.6 acres from the city of West Linn. As shown in Figure 2, it includes Tax Lots 600, 3700, 5800, 6200, and 6300. The property was subject to earlier land divisions including Willamette Heights Subdivision on the east side of Bittner Street. A vacated street right-of-way for 5th Street, which is a northerly extension of Bittner Street, is also on the site (Figure 2).

Vicinity Information

The zoning designations and current land use of the surrounding area are summarized in Table 1.

Table 1
Zoning and Land Use Summary

PARCELS	ZONE DESIGNATION	LAND USE
Subject Property	R-10	Primary school building, ancillary facilities, and parking
North/Northwest	R-10	Single family residences
East	R-10	Single family residences
South/Southwest	R-10/R-7/R-5	Single family residences and Sunset Park

PROPOSED MINOR PARTITION

The District has consulted with the Clackamas County Surveyor and the West Linn city staff regarding the best method to consolidate the different parcel boundaries into one legal lot of record for the entire Sunset Primary School property. This request to create a one-lot minor partition is viewed as technical step necessary to enable the site to accommodate the proposed new primary school building and to remove any potential issues related to property lines running through the site. The development application for the new primary school will be submitted at a later date. West Linn Community Development Code (CDC) Sections 85.130 and 99.070 allow for an application, such as this minor partition, to be considered separately. The proposed partition plat is shown as Exhibit A.

APPLICABLE CRITERIA - PARTITION

The relevant approval criteria are found in CDC Sections 85.200, 99.060 A. and 99.110. The criteria are addressed below. Before addressing the criteria, it is appropriate to emphasize that this application is not a “normal” partition because it is proposing to consolidate existing parcels into one parcel rather than creating new parcels. The partition plat simply happens to be the legal vehicle preferred by the Clackamas County Surveyor to accomplish this end. This one-lot partition will not create additional development potential, enlarge the existing district property, require the extension or improvement of streets, or prompt the need for supplemental utilities.

Division 8 Land Division, Chapter 85 General Provisions

Section 85.200 Approval Criteria

A. Streets

This section covers the standards for new streets with the assumption that access will need to be provided for new parcels. As noted above, this will not be the case with this application. The school site is appropriately served by the existing local street system, and no improvements are needed to support this proposal to consolidate existing parcels into one parcel.

B. Blocks and Lots

This is not relevant because new blocks or lots are not proposed.

C. Pedestrian and Bicycle Trails

This is not relevant because new trails are not proposed.

D. Transit Facilities

This is not relevant because transit service is not available or anticipated.

E. Grading

This is not relevant because no grading or public/private improvements of any kind are necessary or associated with the one-lot partition.

F. Water

This is not relevant because water service is already provided to the property, and no additional changes are necessary.

G. Sewer

This is not relevant because sanitary sewer service is already provided to the property, and no additional changes are necessary.

H. (Deleted)

I. Utility Easements

Existing utilities are currently accommodated, and no changes are proposed.

J. Supplemental Provisions

These provisions are not relevant because no development potential is being created and no development is proposed as a part of this minor partition application.

Chapter 99 Procedures for Decision Making: Quasi-Judicial

Section 99.060 Approval Authority

This section provides the Planning Director with the authority to review and approve minor partitions. This proposal is a minor partition, and therefore, this application to the Planning Director is appropriate.

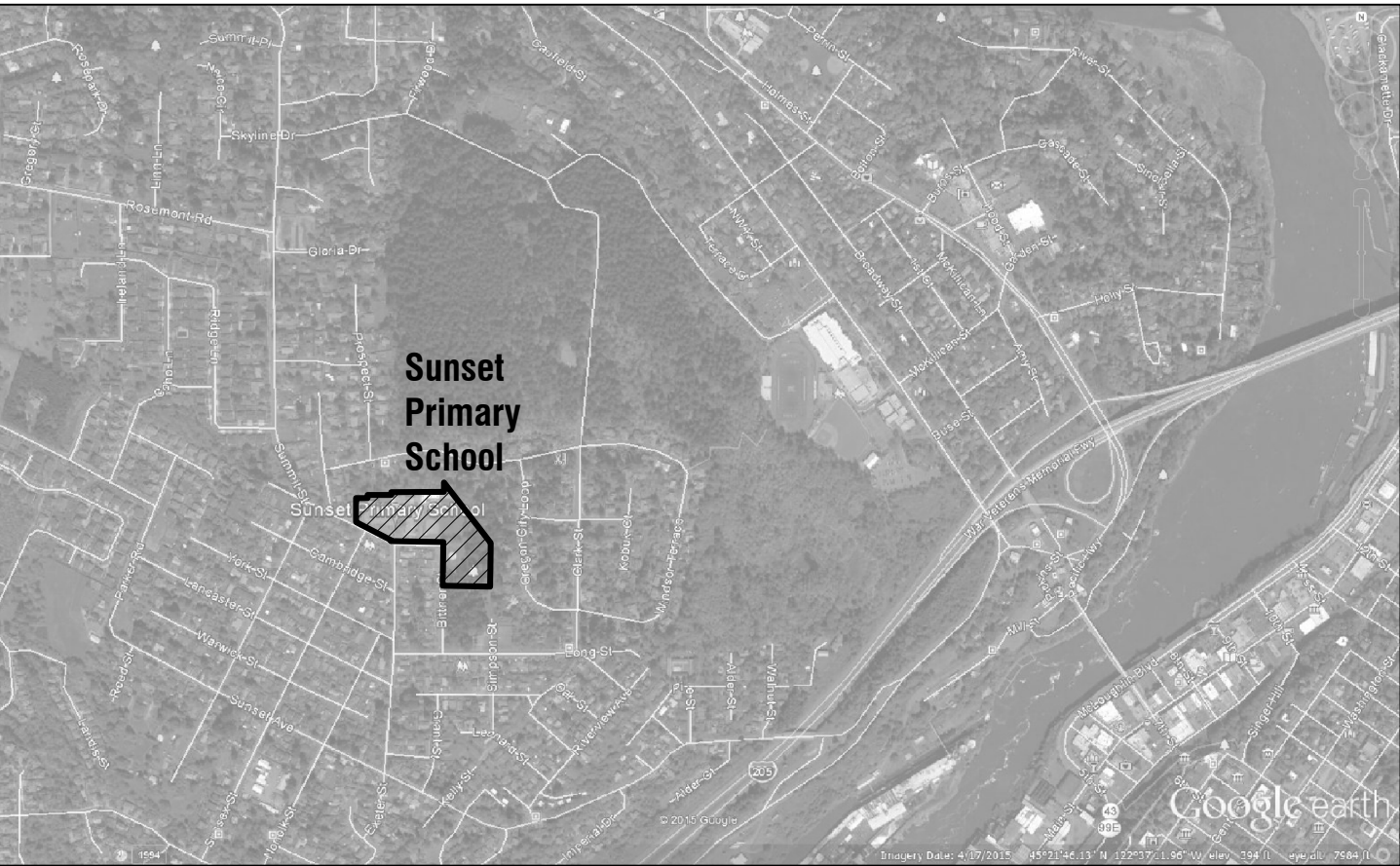
Section 99.110 Decision-Making Process of Approval Authority

Subsection A. states that a decision shall be based upon proof provided by the applicant that the application is in full compliance with the CDC. The information and findings provided in this application satisfy this requirement. The remainder of this section describes how the approval authority shall make a decision. These provisions do not apply to the contents of this application.

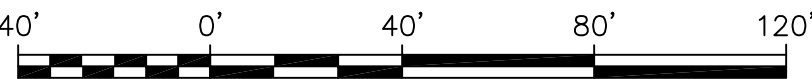
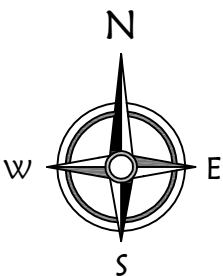
CONCLUSION

The proposed minor partition application satisfies the relevant criteria and should be approved.

EXHIBIT A
Minor Partition Plat



Vicinity Map



Scale: 1" = 40'

Notes:

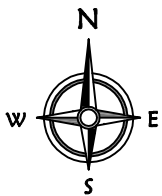
- 1. BASIS OF ELEVATIONS IS NAVD '88 UTILIZING GPS OBSERVATIONS ON HARN STATION "TERM" IN OREGON CITY, UPDATED 2-25-09.
- 2. CONTOUR INTERVALS ARE TWO FEET.
- 3. SITE AREA = 273,468 SQUARE FEET (6.28 ACRES).

Legend:

- G GAS LINE
- T OVERHEAD PHONE LINE
- OP OVERHEAD POWER LINE
- SS SANITARY SEWER LINE
- ST STORM SEWER LINE
- W WATER LINE
- EDGE OF PAVEMENT

TENTATIVE PLAN
FOR A ONE-PARCEL PARTITION PLAT

			DRAWN	MMM	CHECK	MAR
			SCALE	1" = 40'	DATE	OCT., 2015
DATE	NO.	REVISION	PLAN	5367 Prelim Partition.dwg		



COMPASS Land Surveyors
4107 SE International Way, Suite 705
Milwaukie, Oregon 97222 503-653-9093

WEST LINN - WILSONVILLE SCHOOL DISTRICT
PO BOX 35
WEST LINN, OREGON 97068

SUNSET PRIMARY SCHOOL
2351 OXFORD STREET
WEST LINN, OREGON 97068