

DEVELOPMENT REVIEW APPLICATION

For Office Use Only		
STAFF CONTACT <i>Peter Spiv</i>	PROJECT NO(S) <i>20-15-02</i>	
NON-REFUNDABLE FEE(S)	REFUNDABLE DEPOSIT(S) <i>3000⁰⁰</i>	TOTAL <i>3000⁰⁰</i>

Type of Review (Please check all that apply):

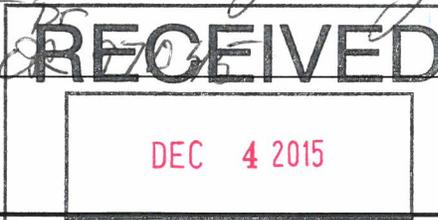
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|--|--|--|
| <input type="checkbox"/> Annexation (ANX) | <input type="checkbox"/> Historic Review | <input type="checkbox"/> Subdivision (SUB) |
| <input type="checkbox"/> Appeal and Review (AP) * | <input type="checkbox"/> Legislative Plan or Change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

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: <i>1943 13th St West Linn, OR 97068</i>	Assessor's Map No.: <i>21E35C01600</i>
	Tax Lot(s):
	Total Land Area: <i>13,860 sq'</i>

Brief Description of Proposal:
Zone change to R-7

Applicant Name: <i>Thomas Corff & Terry Moberly</i> <small>(please print)</small>	Phone: <i>503 816-8459</i>
Address: <i>19328 Towercrest Dr</i>	Email: <i>t.moberly@hotmail.com</i>
City State Zip: <i>Oregon City, OR 97045</i>	
Owner Name (required): <i>Thomas Corff & Terry Moberly</i> <small>(please print)</small>	Phone: <i>503-816-8459</i>
Address: <i>19328 Towercrest Dr</i>	Email: <i>t.moberly@hotmail.com</i>
City State Zip: <i>Oregon City, OR 97045</i>	
Consultant Name: <small>(please print)</small>	Phone:
Address:	Email:
City State Zip:	



- All application fees are non-refundable (excluding deposit). Any over or under deposit will result in additional billing.
- The owner/applicant or their representative should be present at all public hearings.
- A denial or approval may be reversed on appeal. No permit will be in effect until the appeal period has expired.
- 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.

Thomas Corff Applicant's signature *12-3-15* Date *Terry Moberly* Owner's signature (required) *12-3-15* Date

corrected

City of West Linn
PRE-APPLICATION CONFERENCE MEETING
SUMMARY NOTES
August 20, 2015

SUBJECT: Proposed zone change from R-10 to R-7 at 1943 and 1983 13th Street and a subsequent two lot minor partition of 1943 13th Street.

FILE: PA-15-29

ATTENDEES: Applicants: Terry Moberly and Thomas Corff
Staff: Peter Spir (Planning), Khoi Le (Engineering)

*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: 1943 and 1983 13th Street
Site Area: 10,070 square feet (1983 13th Street) 14,405 square feet (1943 13th Street)
Neighborhood: Willamette NA
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 105: Zone Change
CDC Chapter 12: R-7

Project Details: The applicants propose to change the zoning for the two lots from R-10 to R-7. If successful, the zone change would facilitate the subsequent minor partition of 1943 13th Street into two lots. Each lot would have direct frontage on 13th Street. There are homes at each of the two addresses. No additional ROW dedication is needed. Required improvements include 6' sidewalk and 6' planter strip for the entire frontage. No street improvements are required.

Site Analysis: The property that will be partitioned is flat. The trees that appear to be on the property are actually on an adjoining one with the exception of a small conifer located to the south of the existing house. The applicant must inventory and map all 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).

correct form

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 regarding fire hydrant requirements.

street improvements }
utilities } after zoning change

Process

For the zone change address the submittal requirements and approval criteria of CDC Chapter 105. Specifically: 105.050(A) (B) and (C). (No TPR compliance study or traffic impact analysis per 105.050(D) is required since this zone change does not involve a comprehensive plan amendment.) There is a deposit fee of \$3,000. For the minor partition, address the submittal requirements and provide responses to the approval criteria of CDC Chapter 85. There is a deposit fee of \$2,800 plus a final plat fee of \$1,500 and a final inspection fee of \$500. 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. No neighborhood meeting is required per CDC 99.038 since no plan change is needed.

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.

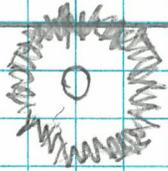
Pre-application notes are void after 18 months. After 18 months with no application approved or in process, a new pre-application conference is required.

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.**

1943 13th



Cedrus  Atlas
atlantica Cedar
60 ft tall
24" Diameter

13th

Les
Swab

↑
66 ft
↓

← 105 ft →