

# NOTICE OF A PROPOSED CHANGE TO A COMPREHENSIVE PLAN OR LAND USE REGULATION

**FOR DLCD USE**

File No.:

Received:



Local governments are required to send notice of a proposed change to a comprehensive plan or land use regulation **at least 35 days before the first evidentiary hearing.** (See OAR 660-018-0020 for a post-acknowledgment plan amendment and OAR 660-025-0080 for a periodic review task). The rules require that the notice include a completed copy of this form.

Jurisdiction: **The City of West Linn, Oregon**

Local file no.: **ANX-16-01**

Please check the type of change that best describes the proposal:

- Urban growth boundary (UGB) amendment** including more than 50 acres, by a city with a population greater than 2,500 within the UGB
- UGB amendment** over 100 acres by a metropolitan service district
- Urban reserve designation**, or amendment including over 50 acres, by a city with a population greater than 2,500 within the UGB
- Periodic review task** – Task no.:
- Any other change** to a comp plan or land use regulation (e.g., a post-acknowledgement plan amendment)

Local contact person (name and title): Jennifer Arnold, Associate Planner

Phone: 503-723-2542 E-mail: jarnold@westlinnoregon.gov

Street address: 22500 Salamo Road City: West Linn Zip: 97068-

**Briefly summarize the proposal** in plain language. Please identify all chapters of the plan or code proposed for amendment (maximum 500 characters):

**ANX-16-01 is a proposal to annex property (3.38 acres) that is well within the City's Urban Growth Boundary into the City of West Linn. Neighboring property has already been annexed**

Date of first evidentiary hearing: 12/12/2016

Date of final hearing: 12/12/2016

This is a revision to a previously submitted notice. Date of previous submittal:

Check all that apply:

- Comprehensive Plan text amendment(s)
- Comprehensive Plan map amendment(s) – Change from \_\_\_\_\_ to \_\_\_\_\_  
Change from \_\_\_\_\_ to \_\_\_\_\_
- New or amended land use regulation
- Zoning map amendment(s) – Change from \_\_\_\_\_ to \_\_\_\_\_  
Change from \_\_\_\_\_ to \_\_\_\_\_
- An exception to a statewide planning goal is proposed – goal(s) subject to exception:
- Acres affected by map amendment:

Location of property, if applicable (site address and T, R, Sec., TL): 3800 Ridge Lane 21E-25CB-3800

List affected state or federal agencies, local governments and special districts: Metro, Oregon Department of Revenue, Clackamas County, and Tri-City Service District



# NOTICE OF A PROPOSED CHANGE – SUBMITTAL INSTRUCTIONS

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1. Except under certain circumstances,<sup>1</sup> proposed amendments must be submitted to DLCD's Salem office at least 35 days before the first evidentiary hearing on the proposal. The 35 days begins the day of the postmark if mailed, or, if submitted by means other than US Postal Service, on the day DLCD receives the proposal in its Salem office. **DLCD will not confirm receipt of a Notice of a Proposed Change unless requested.**

2. A Notice of a Proposed Change must be submitted by a local government (city, county, or metropolitan service district). DLCD will not accept a Notice of a Proposed Change submitted by an individual or private firm or organization.

3. **Hard-copy submittal:** When submitting a Notice of a Proposed Change on paper, via the US Postal Service or hand-delivery, print a completed copy of this Form 1 on light green paper if available. Submit **one copy** of the proposed change, including this form and other required materials to:

Attention: Plan Amendment Specialist  
Dept. of Land Conservation and Development  
635 Capitol Street NE, Suite 150  
Salem, OR 97301-2540

This form is available here:

<http://www.oregon.gov/LCD/forms.shtml>

4. **Electronic submittals** of up to 20MB may be sent via e-mail. Address e-mails to [plan.amendments@state.or.us](mailto:plan.amendments@state.or.us) with the subject line "Notice of Proposed Amendment."

Submittals may also be uploaded to DLCD's FTP site at

[http://www.oregon.gov/LCD/Pages/papa\\_submittal.aspx](http://www.oregon.gov/LCD/Pages/papa_submittal.aspx).

E-mails with attachments that exceed 20MB will not be received, and therefore FTP must be used for these electronic submittals. **The FTP site must be used for all .zip files** regardless of size. The maximum file size for uploading via FTP is 150MB.

Include this Form 1 as the first pages of a combined file or as a separate file.

5. **File format:** When submitting a Notice of a Proposed Change via e-mail or FTP, or on a digital disc, attach all materials in one of the following formats: Adobe .pdf (preferred); Microsoft Office (for example, Word .doc or docx or Excel .xls or.xlsx); or ESRI .mxd, .gdb, or .mpk. For other file formats, please contact the plan amendment specialist at 503-934-0017 or [plan.amendments@state.or.us](mailto:plan.amendments@state.or.us).

6. **Text:** Submittal of a Notice of a Proposed Change for a comprehensive plan or land use regulation text amendment must include the text of the amendment and any other information necessary to advise DLCD of the effect of the proposal. "Text" means the specific language proposed to be amended, added to, or deleted from the currently acknowledged plan or land use regulation. A general description of the proposal is not adequate. The notice may be deemed incomplete without this documentation.

7. **Staff report:** Attach any staff report on the proposed change or information that describes when the staff report will be available and how a copy may be obtained.

8. **Local hearing notice:** Attach the notice or a draft of the notice required under ORS 197.763 regarding a quasi-judicial land use hearing, if applicable.

9. **Maps:** Submittal of a proposed map amendment must include a map of the affected area showing existing and proposed plan and zone designations. A paper map must be legible if printed on 8½" x 11" paper. Include text regarding background, justification for the change, and the application if there was one accepted by the local government. A map by itself is not a complete notice.

10. **Goal exceptions:** Submittal of proposed amendments that involve a goal exception must include the proposed language of the exception.

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<sup>1</sup> 660-018-0022 provides:

(1) When a local government determines that no goals, commission rules, or land use statutes apply to a particular proposed change, the notice of a proposed change is not required [a notice of adoption is still required, however]; and

(2) If a local government determines that emergency circumstances beyond the control of the local government require expedited review such that the local government cannot submit the proposed change consistent with the 35-day deadline, the local government may submit the proposed change to the department as soon as practicable. The submittal must include a description of the emergency circumstances.

<http://www.oregon.gov/LCD/Pages/forms.aspx>



**If you have any questions** or would like assistance, please contact your DLCD regional representative or the DLCD Salem office at 503-934-0017 or e-mail [plan.amendments@state.or.us](mailto:plan.amendments@state.or.us).

**Notice checklist. Include all that apply:**

- Completed Form 1
- The text of the amendment (e.g., plan or code text changes, exception findings, justification for change)
- Any staff report on the proposed change or information that describes when the staff report will be available and how a copy may be obtained
- A map of the affected area showing existing and proposed plan and zone designations
- A copy of the notice or a draft of the notice regarding a quasi-judicial land use hearing, if applicable
- Any other information necessary to advise DLCD of the effect of the proposal

TAX LOT 400  
MAP 2-1E-25CB

TAX LOT 100  
MAP 2-1E-25CB

TAX LOT 1900  
MAP 2-1E-25CA

TAX LOT 2000  
MAP 2-1E-25CA

TAX LOT 2100  
MAP 2-1E-25CA

30' RIDGE LANE S89°46'02"E 327.02'

**POINT OF BEGINNING**

NORTHWEST CORNER OF  
TRACT 28, "SHANNON  
ACRE TRACTS"

NORTHEAST CORNER  
JANET E. MORGAN AND  
CHRISTOPHER MORGAN  
DOC. NO. 2006-087106

TRACT 29  
TAX LOT 3700  
MAP 2-1E-25CB

TAX LOT 3800  
MAP 2-1E-25CB

N00°08'05"E 369.44'

S00°08'48"W 534.62'

SOUTHWEST CORNER OF  
TRACT 28, "SHANNON  
ACRE TRACTS"

TAX LOT 2200  
MAP 2-1E-25CA

TAX LOT 3500  
MAP 2-1E-25CB

N63°00'00"W 224.18'

TAX LOT 3600  
MAP 2-1E-25CB

N62°56'59"W 142.34'

SOUTHEAST CORNER  
JANET E. MORGAN AND  
CHRISTOPHER MORGAN  
DOC. NO. 2006-087106

TAX LOT 300  
MAP 2-1E-25CC



Scale: 1" = 100'

BASIS OF BEARINGS: SN 24511

REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

OREGON  
JULY 14, 1978  
DON DEVLAMINCK  
1634

DATE OF SIGNATURE: *4/27/16*  
EXPIRES 12/31/2017

RECEIVED

JUL 18 2016

PLANNING & BUILDING  
CITY OF WEST LINN  
INT. TIME

**ANNEXATION EXHIBIT MAP**

7758 Exh.dwg

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

TAX LOT 3800 (ASSESSOR'S MAP 2 1E 25CB)  
LOCATED IN THE SW 1/4 SECTION 25, T.2S., R.1E., W.M.  
CLACKAMAS COUNTY, OREGON



**LEGAL DESCRIPTION OF PROPERTY TO BE ANNEXED**

A PARCEL OF LAND LOCATED IN THE SOUTHWEST 1/4 OF SECTION 25, TOWNSHIP 2 SOUTH, RANGE 1 EAST, WILLAMETTE MERIDIAN, CLACKAMAS COUNTY, OREGON, BEING FURTHER DESCRIBED AS TRACT 28 AND A PORTION OF TRACT 27, "SHANNON ACRE TRACTS", A PLAT OF RECORD IN CLACKAMAS COUNTY, OREGON AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A 5/8 INCH IRON ROD WITH YELLOW PLASTIC CAP STAMPED "COMPASS CORP." AT THE NORTHWEST CORNER OF SAID TRACT 28, "SHANNON ACRE TRACTS"; THENCE ALONG THE NORTH LINE THEREOF (BEING THE SOUTH LINE OF RIDGE LANE) SOUTH 89°46'02" EAST 327.02 FEET TO A 5/8 INCH IRON ROD AT THE NORTHEAST CORNER OF THAT TRACT OF LAND DESCRIBED IN QUITCLAIM DEED TO JANET E. MORGAN AND CHRISTOPHER MORGAN, RECORDED AS DOCUMENT NUMBER 2006-087106, CLACKAMAS COUNTY DEED RECORDS; THENCE ALONG THE EAST LINE OF SAID MORGAN TRACT SOUTH 00°08'48" WEST 534.62 FEET TO THE SOUTHEAST CORNER THEREOF; THENCE ALONG THE SOUTHWESTERLY LINE OF THE AFOREMENTIONED TRACT 27, "SHANNON ACRE TRACTS", NORTH 62°56'59" WEST 142.34 FEET TO A 1/2 INCH IRON PIPE AT THE SOUTHWEST CORNER THEREOF; THENCE ALONG THE SOUTHWESTERLY LINE OF THE AFOREMENTIONED TRACT 28, "SHANNON ACRE TRACTS", NORTH 63°00'00" WEST 224.18 FEET TO A 1/2 INCH IRON PIPE AT THE SOUTHWEST CORNER THEREOF; THENCE ALONG THE WEST LINE OF SAID TRACT 28, NORTH 00°08'05" EAST 369.44 FEET TO THE POINT OF BEGINNING.

BASIS OF BEARINGS: SN 24511, CLACKAMAS COUNTY SURVEY RECORDS.

**REGISTERED  
PROFESSIONAL  
LAND SURVEYOR**

**OREGON  
JULY 14, 1978  
DON DEVLAEINCK  
1634**

DATE OF SIGNATURE: 6/27/16  
EXPIRES 12/31/2017

**RECEIVED**

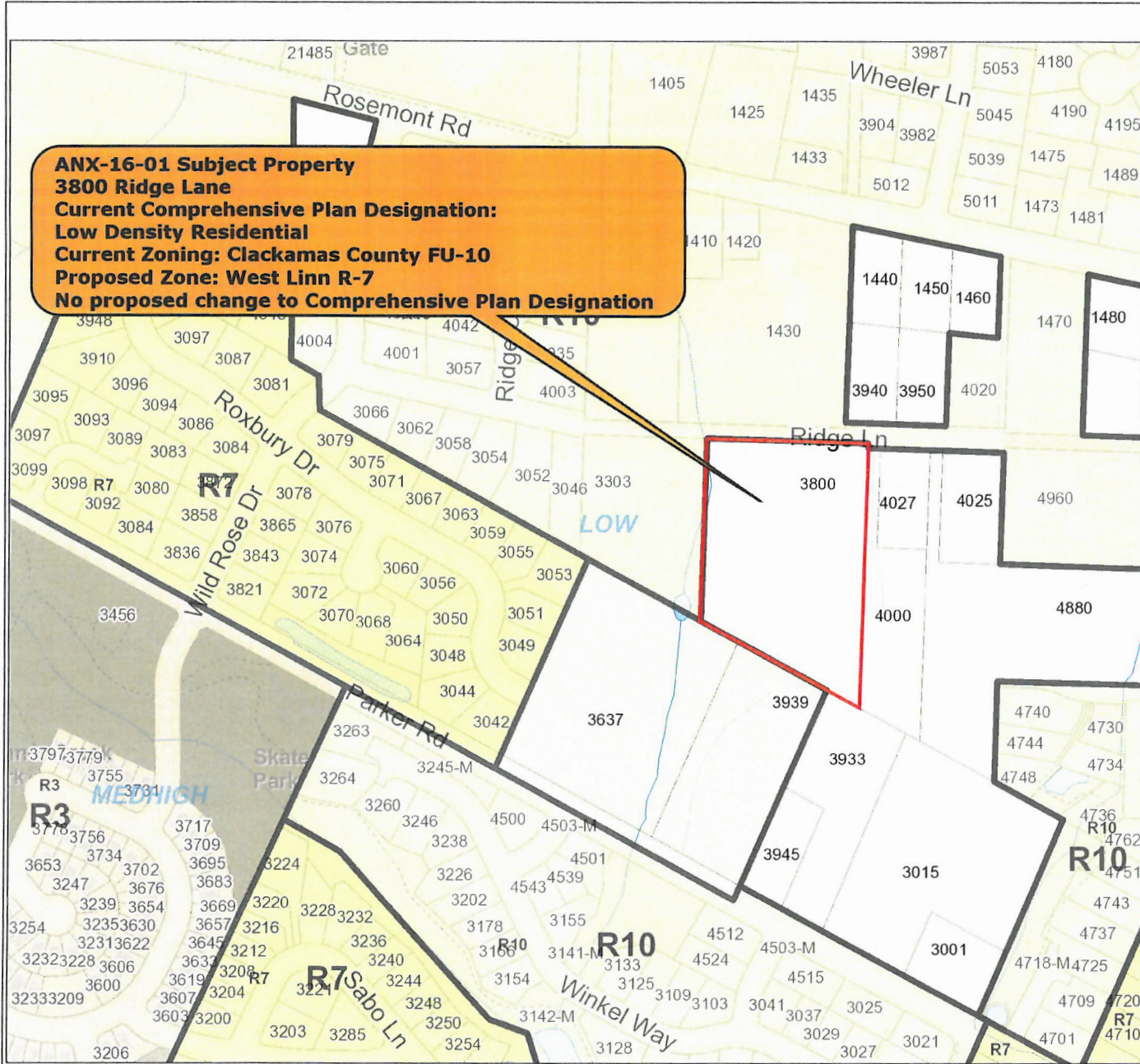
JUL 18 2016

PLANNING & BUILDING  
CITY OF WEST LINN  
INT. \_\_\_\_\_ TIME \_\_\_\_\_

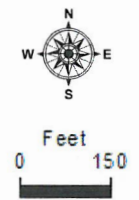


4107 SE International Way, Suite 705, Milwaukie, Oregon 97222

Phone: 503.653.9093 Fax: 503.653.9095 Email: compass@compass-landsurveyors.com



**ANX-16-01 Subject Property**  
**3800 Ridge Lane**  
**Current Comprehensive Plan Designation:**  
**Low Density Residential**  
**Current Zoning: Clackamas County FU-10**  
**Proposed Zone: West Linn R-7**  
**No proposed change to Comprehensive Plan Designation**



Scale 1:3,600 - 1 in = 300 ft  
 Scale is based on 8-1/2 x 11 paper size



Map created by: JARNOLD  
 Date Created: 21-Oct-16 09:25 AM

**DISCLAIMER:** This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information. Map scale is approximate. Source: West Linn GIS (Geographic Information System) MapOptix.



**CITY OF WEST LINN  
CITY COUNCIL  
PUBLIC HEARING NOTICE  
ANNEXATION OF 3.38 ACRES AT 3800 Ridge Lane**

**FILE NO. ANX-16-01**

The West Linn City Council, is meeting on **Monday, December 12, 2016**, starting at 6:30 p.m. in the Council Chambers of City Hall (located at 22500 Salamo Road, West Linn, OR), to consider an annexation request for a 3.38 acre parcel at 3800 Ridge Lane. The applicant is requesting an R-7 zone designation, single family residential with a 7,000 square foot minimum lot size. The area is identified by Clackamas County as assessor's map 2S 1E 25CB tax lot 3800. The decision will be based on the criteria of Community Development Code, Chapter 81. The approval criteria from the CDC are available for review at City Hall, at the City Library, and at <http://www.codepublishing.com/OR/WestLinn/CDC.html>. This annexation petition is subject to the expedited process unless a "necessary party" gives written notice of its objection to the boundary change. A "necessary party" is defined as any county, city, district, or unit of local government that includes any part of the affected territory: 1) in its jurisdictional boundary or adopted urban service area; or 2) in any agreement providing an urban service.

The City of West Linn has a two-step process for consideration of annexation requests. Both Step 1 and Step 2 can occur on the same night. Step 1 will include a land use hearing to consider the land use aspects of the annexation request. Step 2 is a non-land use policy decision whereby the City Council exercises absolute discretion to determine whether to proceed with annexation of the property. As part of the Step 2 process, the Council may, in its discretion, pass a resolution placing an annexation request on a ballot before the voters as an advisory vote.

The annexation application is available for inspection at City Hall or via the web site at <http://westlinnoregon.gov/planning/3800-ridge-lane-annexation-338-acres>. Copies of the annexation application can be obtained for a minimal charge per page. At least 10 days prior to the City Council meeting, a copy of the staff report will be available for inspection at no cost. For further information, please contact Jennifer Arnold at 503-723-2542 or at [jarnold@westlinnoregon.gov](mailto:jarnold@westlinnoregon.gov).

Failure to raise an issue in person or by letter at some point prior to the close of the meeting, or failure to provide sufficient specificity to afford the decision maker an opportunity to respond to the issue, precludes an appeal to the appellant body with jurisdiction based on that issue.