



CITY OF
West Linn
PLANNING AND DEVELOPMENT

**STAFF REPORT
PLANNING MANAGER DECISION**

DATE: August 21, 2020
 FILE NO.: DR-20-06
 REQUEST: Approval of a Class I Design Review at 2180 8th Court
 PLANNER: Chris Myers, Associate Planner

Planning Manager DSW

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GENERAL INFORMATION

APPLICANT:	Samuel Grosz 8 th Court Properties LLC 1 SW Columbia St. Suite 1800 Portland, OR. 97204
CONSULTANT:	Johnson Oaklief Architecture and Planning, LLC 2124 3 rd Ave, Suite 200 Seattle, WA. 98121
OWNER:	8 th Court Properties LLC 1 SW Columbia St. Suite 1800 Portland, OR. 97204
SITE LOCATION:	2180 8 th Court
SITE SIZE:	24,000 square feet (0.56 acres)
LEGAL DESCRIPTION:	Assessor's Map 2S-1E-35D Tax Lot 902
COMP PLAN DESIGNATION:	Commercial
ZONING:	General Commercial
APPROVAL CRITERIA:	Community Development Code (CDC) Chapter 19: General Commercial; Chapter 46: Off-Street Parking, Loading, and Reservoir Areas; Chapter 55: Design Review; and Chapter 99: Procedures for Decision Making: Quasi-Judicial.
120-DAY RULE:	The application became complete on July 24, 2020. The 120-day period ends November 26, 2020.
PUBLIC NOTICE:	Notice was mailed to property owners within 300 feet of the subject property and to all neighborhood associations on July 30, 2020. A sign was placed on the property on August 3, 2020. The notice was also posted on the City's website on July 30, 2020. Therefore, public notice requirements of CDC Chapter 99 have been met.

BACKGROUND

The applicant seeks approval for a Class I Design Review to infill two existing doors/alcoves on the rear facade of the existing commercial structure to accommodate a new medical office tenant. The new wall will match siding materials and colors and represents an increase of 76 square feet of interior usable space. The subject property is located in the Willamette Neighborhood.

Public comments:

One public comment was submitted in favor of the proposal.

DECISION

The Community Development Director (designee) approves this application (DR-20-06), based on: 1) the findings submitted by the applicant, which are incorporated by this reference, 2) supplementary staff findings included in the Addendum below, and 3) the addition of conditions of approval below. With these findings, the applicable approval criteria are met. The conditions are as follows:

- 1. Site Plan. With the exception of modifications required by these conditions, the project shall conform to Plan Sheets A001 and A002 found in Exhibit PC-1.**
- 2. Engineering Standards. All public improvements and facilities associated with the approved site design, including but not limited to street improvements, driveway approaches, curb cuts, utilities, grading, onsite and offsite stormwater, street lighting, easements, easement locations, and connections for future extension of utilities are subject to conformance with the City Municipal Code and Community Development Code. These must be designed, constructed, and completed prior to issuance of Certificate of Occupancy by the Building Official.**

The provisions of the Community Development Code Chapter 99 have been met.

Chris Myers

Chris Myers, Associate Planner

August 21, 2020

Date

Appeals to this decision must be filed with the West Linn Planning Department within 14 days of the mailing date. The appeal fee is \$400. The appeal must be filed by an individual who has established standing by submitting comments before the decision date. Approval will lapse 3 years from the effective approval date if the final plat is not recorded.

Mailed this 21st day of August 2020.

Therefore, the 14-day appeal period ends at 5 p.m. on September 4, 2020.

**ADDENDUM
APPROVAL CRITERIA AND FINDINGS
DR-20-06**

This decision adopts the findings for approval contained within the applicant's submittal, with the following exceptions and additions:

I. CHAPTER 19, General Commercial, GC

19.020 PROCEDURES AND APPROVAL PROCESS

A. A use permitted outright, CDC 19.030, is a use which requires no approval under the provisions of this code. If a use is not listed as a use permitted outright, it may be held to be a similar unlisted use under the provisions of Chapter 80 CDC.

(...)

Staff Finding 1: The applicant is proposing interior modifications and tenant improvements for a medical office. This use is permitted outright.

The criterion is met.

11.030 PERMITTED USES

The following are uses permitted outright in this zoning district:

(...)

19. Medical and dental services

(...)

Staff Finding 2: The applicant is proposing a medical office. The use is permitted outright.

The criterion is met.

19.070 DIMENSIONAL REQUIREMENTS, USES PERMITTED OUTRIGHT AND USES PERMITTED UNDER PRESCRIBED CONDITIONS

A. Except as may be otherwise provided by the provisions of this code, the following are the requirements for uses within this zone:

1. The minimum front lot line length or the minimum lot width at the front lot line shall be 35 feet.

2. The average minimum lot width shall be 50 feet.

3. The average minimum lot depth shall not be less than 90 feet.

4. Where the use abuts a residential district, except as provided in CDC 58.090(C)(1), the setback distance of the residential zone shall apply.

5. The maximum lot coverage shall be 50 percent, except as provided in CDC 58.090(C)(1)(d).

6. The maximum building height shall be two and one-half stories or 35 feet for any structure located within 50 feet of a low or medium density residential zone, and three and one-half stories or 45 feet for any structure located 50 feet or more from a low or medium density residential zone.

Staff Finding 3: The subject structure is on an existing commercial lot. The applicant proposes no changes to the existing front lot line, average lot depth, or any other dimensional requirements. The proposal does not affect the height, setbacks, or lot coverage. The criteria are met.

II. CHAPTER 46, Off-Street Parking, Loading, and Reservoir Areas

46.090 MINIMUM OFF-STREET PARKING SPACE REQUIREMENTS

(...)

C. Commercial

2. General Retail Store. One space for every 240 sq. ft. of gross floor area

(...)

6. Medical/dental clinics/day surgery. One space for every 250 sq. ft. of gross floor area

(...)

Staff Finding 4: The applicant proposes construction and tenant improvements for a medical office. This use lowers the required number of spaces from the current number of 1 space per 240 sq. ft. to 1 space per 250 sq. ft. No changes to current parking configuration is required. The criteria are met.

CHAPTER 55, DESIGN REVIEW

55.020 CLASSES OF DESIGN REVIEW

A. Class I Design Review. The following are subject to Class I Design Review:

1. Modification of an office, commercial, industrial, public or multi-family structure for purposes of enhancing the aesthetics of the building and not increasing the interior usable space (e.g., covered walkways or entryways, addition of unoccupied features such as cupolas, clock towers, etc.).

(...)

3. Addition or reduction of less than five percent of total square footage of a commercial, office, public, multi-family, or industrial building.

Staff Finding 5: The applicant proposes the modification of an existing commercial structure with less than five percent addition of total square footage. The criteria are met.

55.090 APPROVAL STANDARDS – CLASS I DESIGN REVIEW

The Planning Director shall make a finding with respect to the following criteria when approving, approving with conditions, or denying a Class I design review application:

A. The provisions of the following sections shall be met:

1. CDC 55.100(B)(1) through (4), Relationship to the natural and physical environment, shall apply except in those cases where the proposed development site is substantially developed and built out with no remaining natural physical features that would be impacted.

Staff Finding 6: The applicant is proposing a minor tenant improvement to an existing building. No tree removal is required. The criteria are met.

2. *CDC 55.100(B)(5) and (6), architecture, et al., shall only apply in those cases that involve exterior architectural construction, remodeling, or changes.*

CDC 100.B(5) There shall be adequate distance between on-site buildings and on-site and off-site buildings on adjoining properties to provide for adequate light and air circulation and for fire protection.

CDC 100.B(6) Architecture.

Staff Finding 7: The applicant is proposing a minor tenant improvement to an existing building. No new buildings are proposed and the removal of two exterior doors/alcove on the rear facade will be replaced with siding and paint to replicate existing architectural features. The criteria are met.

3. *Pursuant to CDC 55.085, the Director may require additional information and responses to additional sections of the approval criteria of this section depending upon the type of application.*

Staff Finding 8: The Director did not require additional information. The criteria are met.

4. *The design standards or requirements identified in the base zone shall apply.*

Staff Finding 9: The General Commercial zone does not include any design standards or requirements. The criteria are met.

B. An application may be approved only if adequate public facilities will be available to provide service to the property at the time of occupancy.

Staff Finding 10: The City of West Linn Public Facilities Plan confirm adequate public facilities are available. The criteria are met.

PD-1 APPLICANT SUBMITTAL

DEVELOPMENT REVIEW APPLICATION

For Office Use Only			
STAFF CONTACT	Chris Myers	PROJECT NO(S).	DR-20-06
			PRE-APPLICATION NO. PA-20-04
NON-REFUNDABLE FEE(S)	\$2,100	REFUNDABLE DEPOSIT(S)	TOTAL \$2,100.00

Type of Review (Please check all that apply):

- | | | |
|--|---|--|
| <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 checked="" type="checkbox"/> Design Review (DR) | <input 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 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: 2130 8TH COURT, WEST LINN OR 97068	Assessor's Map No.: 21E35D
	Tax Lot(s): 21E35D 00902
	Total Land Area: 0.56 acres

Brief Description of Proposal: MEDICAL OFFICE TI FOR AN EXISTING COMMERCIAL BUILDING. PROPOSAL TO INCLUDE INFILLING OF 2 EXTERIOR DOORS, WHICH WILL BE COVERED WITH EXISTING SIDING MATERIALS AND COLORS TO MATCH.

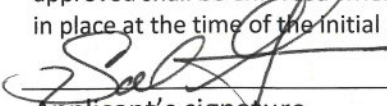
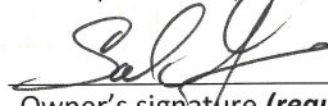
Applicant Name: SAMUEL GROSZ <small>(please print)</small>	Phone:
Address:	Email:
City State Zip:	

Owner Name (required): 8 TH COURT PROPERTIES LLC <small>(please print)</small>	Phone: (503) 676-3800
Address: 1 SW COLUMBIA ST, SUITE 1800	Email: 8thcourt@gmail.com
City State Zip: Portland, OR 97204	

Consultant Name: JOHNSON OAKLIEF ARCHITECTURE AND PLANNING, LLC <small>(please print)</small>	Phone: (206) 448-7580
Address: 2124 3RD AVE, SUITE 200	Email: mvillaran@j-arch.com
City State Zip: Seattle, WA 98121	

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 decision may be reversed on appeal. No permit will be in effect until the appeal period has expired.
4. **One complete hard-copy set of application materials must be submitted with this application.**
One complete digital set of application materials must also be submitted electronically in PDF format.
If large sets of plans are required in application please submit one set.

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	7/23/2020 Date	 Owner's signature (required)	7/23/2020 Date
		for 8 th Court Properties, LLC	

8th COURT TENANT IMPROVEMENT
Class I Design Review
July 22nd, 2020

APPLICATION SUMMARY

A Pre-Application conference was held on July 16, 2020, in anticipation of a Class I Design Review for tenant improvements of an existing commercial building for a new medical office. The scope of exterior tenant improvements includes infilling of 2 doors with exterior wall that will match existing siding materials and colors, and new exterior building signs. The infilling of the doors will increase the floor area of the building by less than 5%.

GENERAL INFORMATION

Location:

2130 8th Court, West Linn OR 97068

Comprehensive Plan and Zoning Designations:

The comprehensive Plan designation is commercial, and it is currently zone as commercial (GC).

Project Contacts:

Samuel Grosz – Owner representative
8th Court Properties, LLC
1 SW Columbia St., Suite 1800
Portland, OR 97204

Phone: (503) 676-3800
Email: 8thcourt@gmail.com

Mirta Villaran – Project Architect
Johnson Oaklief Architecture and Planning, LLC
2124 3rd Ave., Suite 200
Seattle, WA 98121

Phone: (206) 448-7580
Cell: (206) 719-2637
Email: mvillaran@j-arch.com

BACKGROUND INFORMATION

Site Description:

This site is located between 8th Court and War Veterans Memorial Freeway (I-205). It is comprised of about 0.56 acres, which is covered with various landscape and impervious surface. Presently, it contains a 5,429 sq. ft. commercial building, of which 1,246 sq. ft. is occupied by a coffee shop (“Willamette Coffee House”) and the remaining 4,183 sq. ft. is vacant. (This vacant space was most recently occupied a hair salon and a retail shop.)

Existing parking is located in the West, North and East sides of the building, which total 23 parking spaces.

Vicinity Information:

All the surrounding properties are designated commercial in the Comprehensive Plan under GC zoning.

The site is less than ¼ mile from a Tri-Met bus stop located at 10th St and 8th Ct, in fact it is less than 400ft. (Tri-Met Stop ID: 9296) Tri-Met provides regular bus service along Willamette Falls Dr. and 10th St., which are transit corridors.



PROPOSED SCOPE OF WORK

The proposed project is a tenant improvement of an existing commercial building for a medical office. This will include a reconfiguration of the interspace by demolition and construction of interior walls to make the space suitable for the proposed medical office. Two small existing exterior doors and their recessed alcoves will be demolished and in-filled with new walls, finished with siding materials and colors the existing exterior walls. The infilling of the alcoves will result in an additional 76 sq. ft. of floor area. The two main entrances on the South side of the building will remain and will function as the buildings primary entrances.

After the proposed tenant improvements are completed, the medical office will occupy all of the now existing vacant space and the additional 76 sq. ft. created by infilling of the doors, resulting in a total area of 4,259 sq. ft. for the proposed medical office. The proposed medical office and existing coffee shop would occupy 100% of the building.

Two new signages will be installed: one on the South wall and one above of the main entrance diagonal at the facia of the SE corner of the building. Additionally, the existing sign on the North facia of the building will be replaced with a new sign.

CRITERIA FOR APPROVAL

The following chapters of the West Linn Community Development Code (CDC) apply to this application:

Chapter 19. Section 19.030 Permitted uses in Zone GC (General Commercial)

Medical and Dental Services are permitted outright in this zone, under CDC 19.030.19. The proposed medical outpatient clinic will meet the requirements of this subsection. See also, CDC 02.030.

Chapter 19. Section 19.090 Other Development Standards

Chapter 52 will be observed when applying for signage permits. CDC 19.090.9.

Chapter 46. Section 46.080 Computation of Required Parking Spaces

Where several uses occupy a single structure and share a common parking area, the total off-street parking spaces shall be the sum of the requirements of the several uses, computed separately. CDC 46.080.A. The proposed medical use and coffee shop use will each calculated their respective parking requirements and then the total required spaces shall be provided on the site. However, “[o]n-street parking along the immediate property frontage(s) may be counted toward the minimum parking requirement with approval from the City Engineer.” CDC 46.080.E.

Fractional space requirements shall be counted as a whole space. CDC 46.080.D.

Chapter 46. Section 46.090.C Minimum Off-street Parking Space Requirements: Commercial

- Take out (coffee shop): 1 space per every 200 square feet, CDC 46.090.C.1.a.
- Medical/dental clinics: 1 space per every 250 square feet, CDC 46.090.C.6.

Table 1. Parking Requirements				
	Gross Floor Area	Parking Spaces Required per Sq. Ft.	Required Parking Spaces	10% Reduction of Parking Spaces
Medical Office	4,259	250	17.04	15.34
Take Out	1,246	200	6.23	5.61
<i>Total</i>			23.27	20.95
Total, Rounded up			24	21

Currently, the site contains 23 off-street parking spaces, one space less than the base calculation of 24. However, the site can easily meet its parking requirements in one of three ways: i) a 10% reduction in off-street parking for sites within ¼ of a transit corridor; ii) Directors discretion to reduce by up to 10%; or iii) a credit for on-street parking adjacent to the site.

Reductions to Off-street Parking for Sites Near Transit Corridors: CDC 46.090.G. provides that “[a]n applicant may reduce parking up to 10 percent for development sites within one-quarter mile of a transit corridor” The site is located less than one-quarter mile of a transit corridor on 10th St. and on Willamette Falls Dr., respectively. Therefore, the applicant may reduce its parking by up to 10% – or 3 parking spaces. See, Table 1. Currently, the site provides 23 parking spaces, which allows it meet and exceed the reduced parking requirements by 2 parking spaces.

Directors Discretion to Reduce Off-Street Parking: Alternatively, under CDC 55.170 B.1, the Planning Director may make a minor exception to reduce the required off-street parking requirements by no more than 10%. If the Director determined that CDC 46.090.G did not apply to this application, the Applicant requests that the Planning Director exercise his discretion by reducing the off-street parking requirement by one parking space, well within his discretion of up to 3 parking spaces. See, Table 1. This discretion would allow the applicant to meet its off-street parking requirement.

On-Street Parking Credited to Off-Street Parking Requirements: Alternatively, under CDC 46.080.E, “[o]n-street parking along the immediate property frontage(s) may be counted toward the minimum parking requirement with approval from the City Engineer.” The site has street frontage along 8th Ct. The Applicant request that the City Engineer approve at least one parking space on 8th Ct., adjacent to the building, which would allow the Applicant to meet its parking requirement of 24 parking spaces by counting the on-street parking. The Applicant will note that the vehicles are currently using on-street parking along the portion of 8th Ct. adjacent to the site, and other nearby portions of 8th Ct.

Summary: The base off-street parking requirements facially show that the current off-street parking provided by the site is lacking one parking space due to rounding up of a 0.27 required parking space. See, Table 1. However, the Applicant demonstrates that the CDC affords it the right to reduce the required parking spaces by up to 10% or 3 parking spaces because it is within ¼ of a transit corridor. Alternatively, the Applicant requests the Director exercise his discretion to grant a minor exception by reducing the parking requirements by less than 10%; or request the City Engineer to approve at least one on-street parking space on 8th Ct. Any one of the options allows the Applicant to meet its off-street parking requirements.

Chapter 55. Section 55.020 Classes of Design Review

A Class I Design Review is required for the addition or reduction of less than 5% of total square footage of a commercial building. CDC 55.020.A.3.

The existing building totals 5,429 sq. ft. The proposed tenant improvements will add 79 sq. ft. to the building, for a total proposed building area of 5,505 sq. ft. The proposed tenant improvements will add 1.40% of total square footage to the existing building. Therefore, a Class I Design Review is required since the additional proposed square footage is less than 5% of the building’s total square footage.

CONCLUSION

The Applicant has demonstrated how the proposed tenant improvements for a medical clinic, including a minor exterior modification and addition to the building area, satisfies the relevant chapters of the CDC, therefore the Applicant requests the City to approve its proposal.

PROJECT INFORMATION:

DESCRIPTION: Medical office tenant improvement for an existing commercial building. Proposal to include infilling of 2 doors which will be covered with existing siding materials and colors.

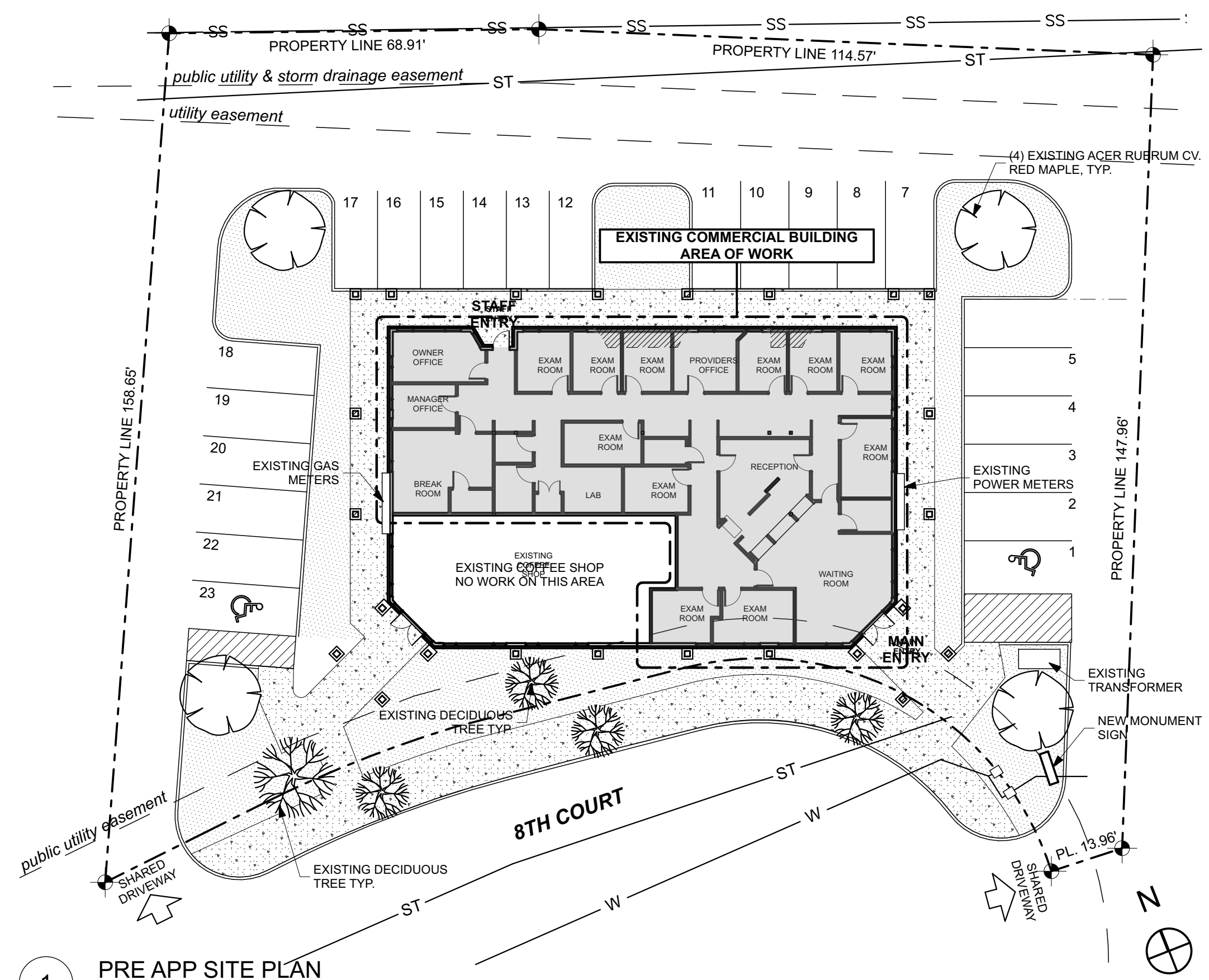
AREA: TOTAL EXISTING BLDG. 5,429 SF
TOTAL PROPOSED 5,505 SF
NEW INFILL AREA 76 SF = 1.40%

PROJECT NAME: 8TH COURT TI's
PROJECT ADDRESS: 2120 8TH COURT, WEST LINN OR 97068

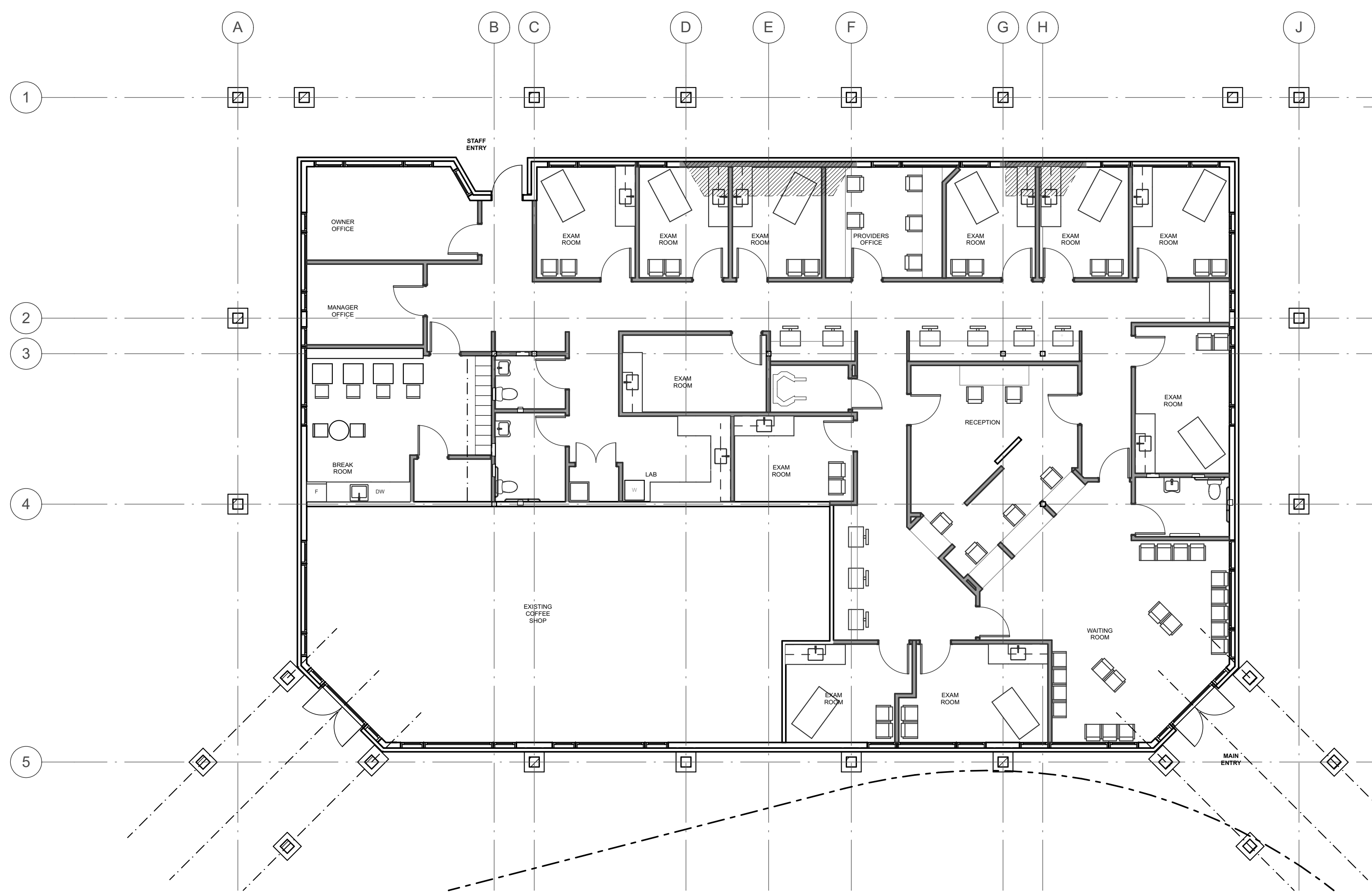
PARCEL #: 01680354
PROJECT OWNER: 8TH COURT PROPERTIES, LLC
1 SW COLUMBIA ST., SUITE 1800
PORTLAND OR 97204

ARCHITECT: JOHNSON OAKLIEF ARCHITECTURE AND PLANNING LLC
2124 THIRD AVE SUITE 200
SEATTLE WA 98121

CONTACT: SAMUEL GROSZ
samuel@samuelandavidlaw.com
CONTACT: MIRTA VILLARAN
mvillaran@j-arch.com



1 PRE APP SITE PLAN
SCALE: 1" = 20'



2 FLOOR PLAN
SCALE: 1/8" = 1'-0"

NO.	DESCRIPTION	DATE
REVISIONS		
PROJECT NO:	2020.03	
DATE:	06/02/20	
DRAWN BY:	MV	
APPROVAL:	SJ	

8TH COURT TI

2130 8th Court
West Linn, OR 97068

SITE PLAN

DESIGN REVIEW CLASS I

SHEET NO:
A-1.0

NO.	DESCRIPTION	DATE
REVISIONS		
PROJECT NO.	2020.03	
DATE:	06/02/20	
DRAWN BY:	MV	
APPROVAL:	SJ	

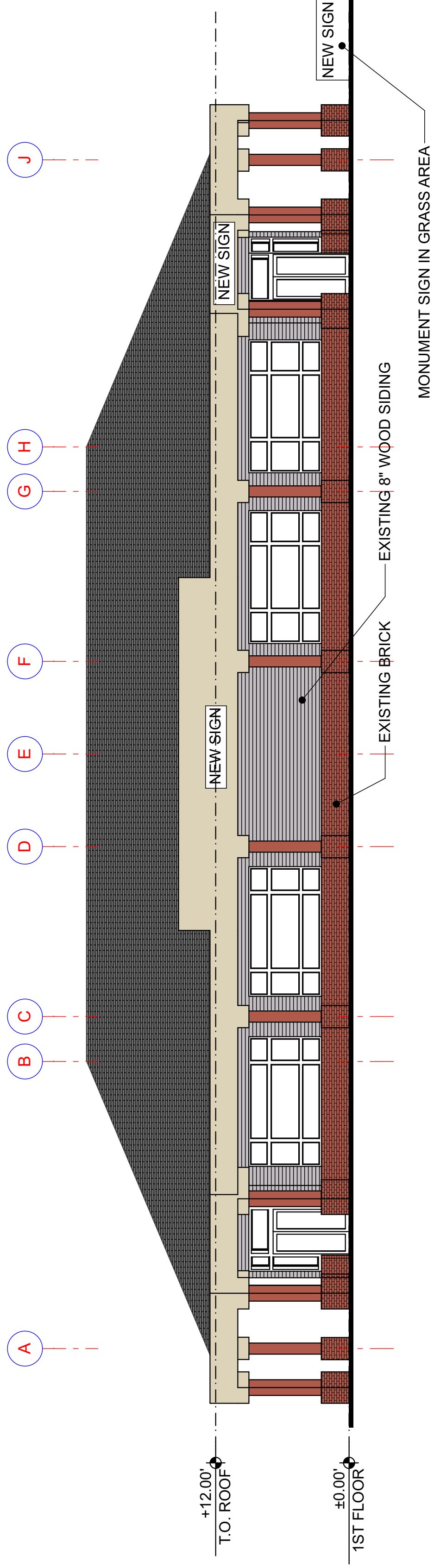
8TH COURT TI

2130 8th Court
West Linn, OR 97068

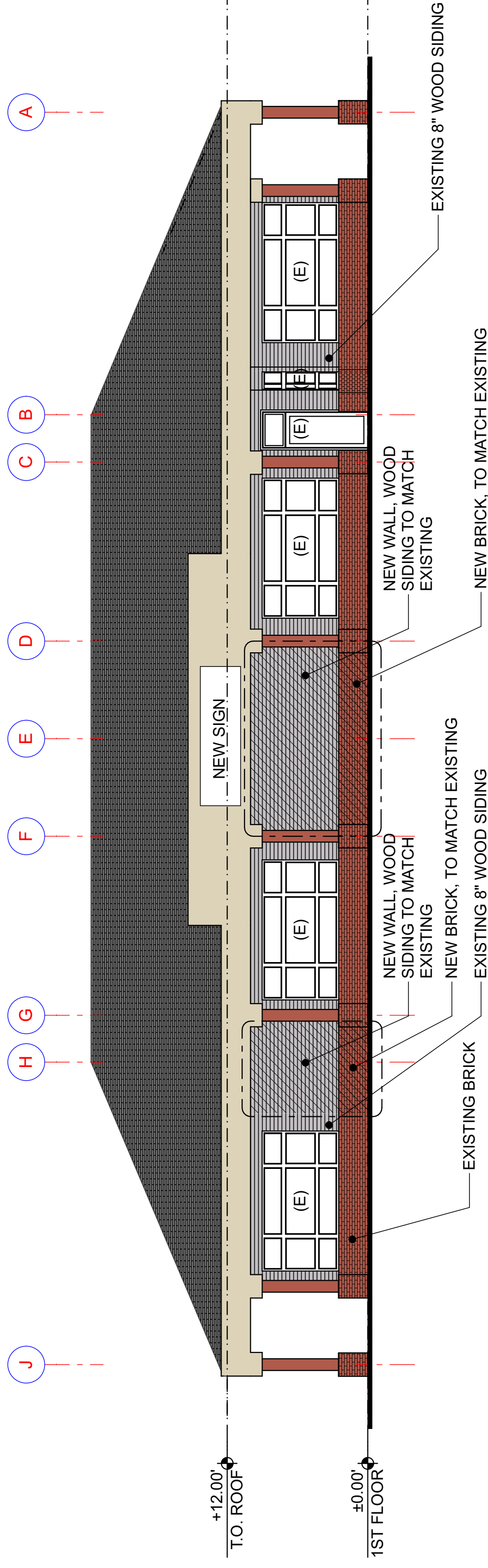
ELEVATIONS

DESIGN REVIEW CLASS I

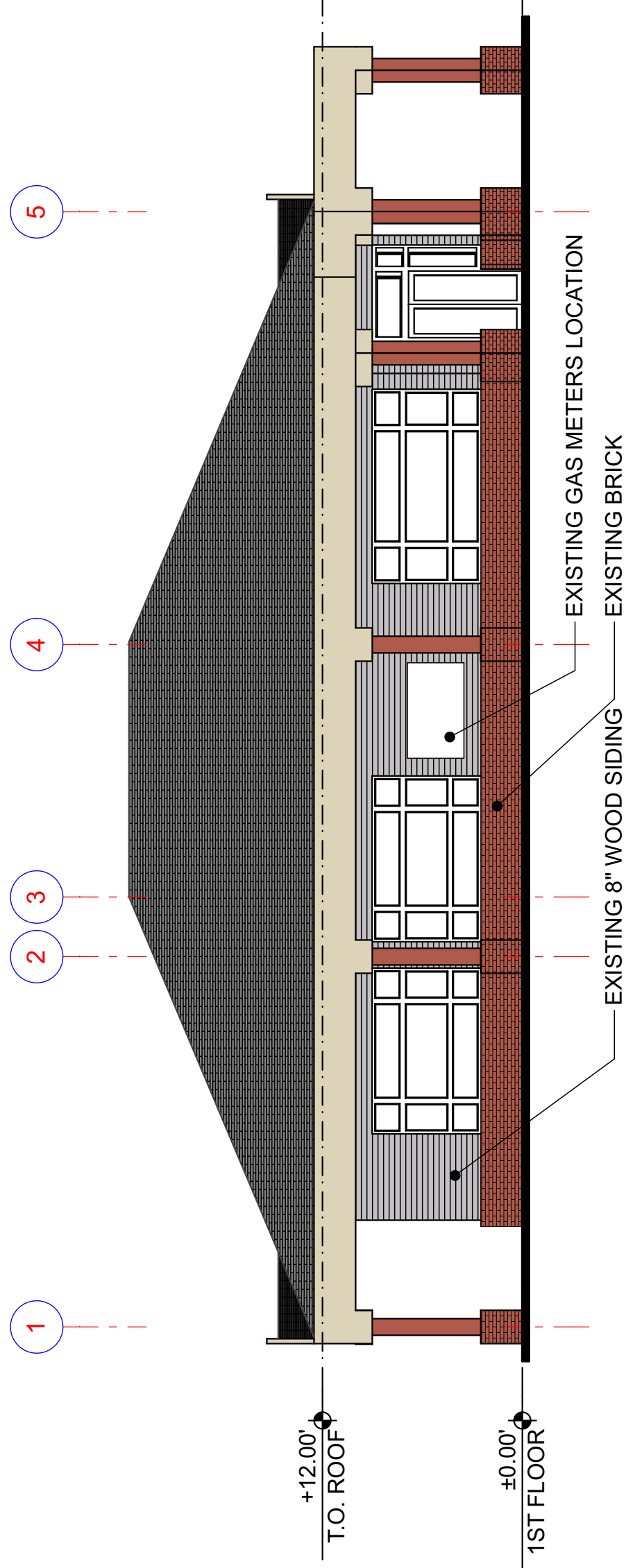
SHEET NO:
A-2.0



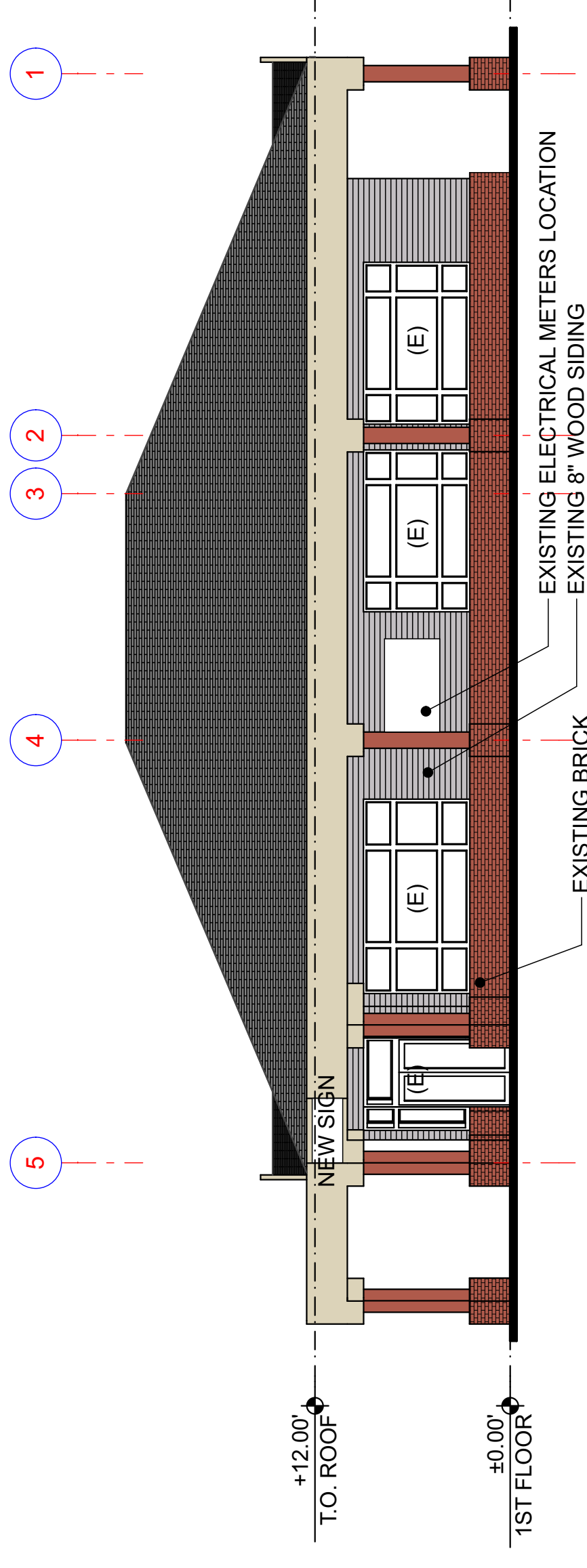
1 SOUTH ELEVATION
SCALE: 1/8" = 1'-0"



2 NORTH ELEVATION
SCALE: 1/8" = 1'-0"



3 WEST ELEVATION
SCALE: 1/8" = 1'-0"



4 EAST ELEVATION
SCALE: 1/8" = 1'-0"

PD-2 PUBLIC COMMENT

**CITY OF WEST LINN
NOTICE OF UPCOMING
PLANNING MANAGER DECISION
FILE NO. DR-20-06**

The West Linn Planning Manager is considering a request for a Class I Design Review application for the tenant improvement remodel of 2130 8th Court. The proposal includes the infill of two exterior doors which will be covered with existing siding materials and colors to match. (Tax Lot 0902 of Clackamas County Assessor's Map 21E35D)

The decision will be based on the approval criteria in Chapters 19, 46, and 55 of the Community Development Code (CDC). The approval criteria from the CDC are available for review at City Hall, at the City Library, and at <http://www.westlinnoregon.gov/cdc>.

All relevant materials in the above noted file are available for inspection at no cost at City Hall, and on the city web site <https://westlinnoregon.gov/planning/2130-8th-court-class-1-design-review> or copies may be obtained for a minimal charge per page. A public hearing will not be held on this decision. **Anyone wishing to present written testimony for consideration on this matter shall submit all material before 4:00 p.m. on August 13, 2020. Persons interested in party status should submit their letter along with any concerns related to the proposal by the comment deadline.** For further information, please contact Chris Myers, Associate Planner, City Hall, 22500 Salamo Rd., West Linn, OR 97068, (503)742-6062, cmyers@westlinnoregon.gov.

Any appeals to this decision must be filed within 14 days of the final decision date with the Planning Department. **It is important to submit all testimony in response to this notice.** Failure to raise an issue in person or by letter, or failure to provide sufficient specificity to afford the decision-maker an opportunity to respond to the issue, precludes the raising of the issue at a subsequent time on appeal or before the Land Use Board of Appeals.

Planning Commission and -

-Chris, this is a simple tenement improvement request in a out of sight type residential & some commences, there is no reason not to approve this design application period. any improvement is healthy & -

*Alice Richmond
PC NA Pres*

8-5-2020

PD-3 AFFADAVIT AND NOTICE PACKET



CITY OF West Linn

AFFIDAVIT OF NOTICE Type B

We, the undersigned do hereby certify that, in the interest of the party (parties) initiating a proposed land use, the following took place on the dates indicated below:

PROJECT

File No.: **DR-20-06**

Applicant's Name: **Samuel Grosz, 8th Court Properties**

Development Name: **8th Court Properties, 2130 8th Court**

Scheduled Decision Date: **Planning Manager Decision no earlier than August 13, 2020**

SIGN

At least 10 days prior to the decision date, a sign was posted on the property per Section 99.080 of the Community Development Code.

8/3/20

(signed) _____

NOTICE

Notices were mailed at least 14 days prior to the decision date per Section 99.080 of the Community Development Code to:

- | | | |
|--|----------------|-----------------|
| 1. Samuel Grosz, 8th Court Properties | 7/30/20 | (signed) |
| 2. Johnson Oakleaf Architecture | 7/30/20 | (signed) |
| 3. Property owners within 300ft | 7/30/20 | (signed) |
| 4. All Neighborhood Associations | 7/30/20 | (signed) |

Notice was posted on the City's website at least 10 days prior to the scheduled decision.

7/30/20

(signed) _____

STAFF REPORT mailed to applicant, City Council/Planning Commission and any other applicable parties 10 days prior to the scheduled hearing.

8/3/20

(signed) _____

FINAL DECISION notice mailed to applicant, all other parties with standing, and, if zone change, the County surveyor's office.

(signed) _____

8/21/20

**CITY OF WEST LINN
NOTICE OF UPCOMING
PLANNING MANAGER DECISION
FILE NO. DR-20-06**

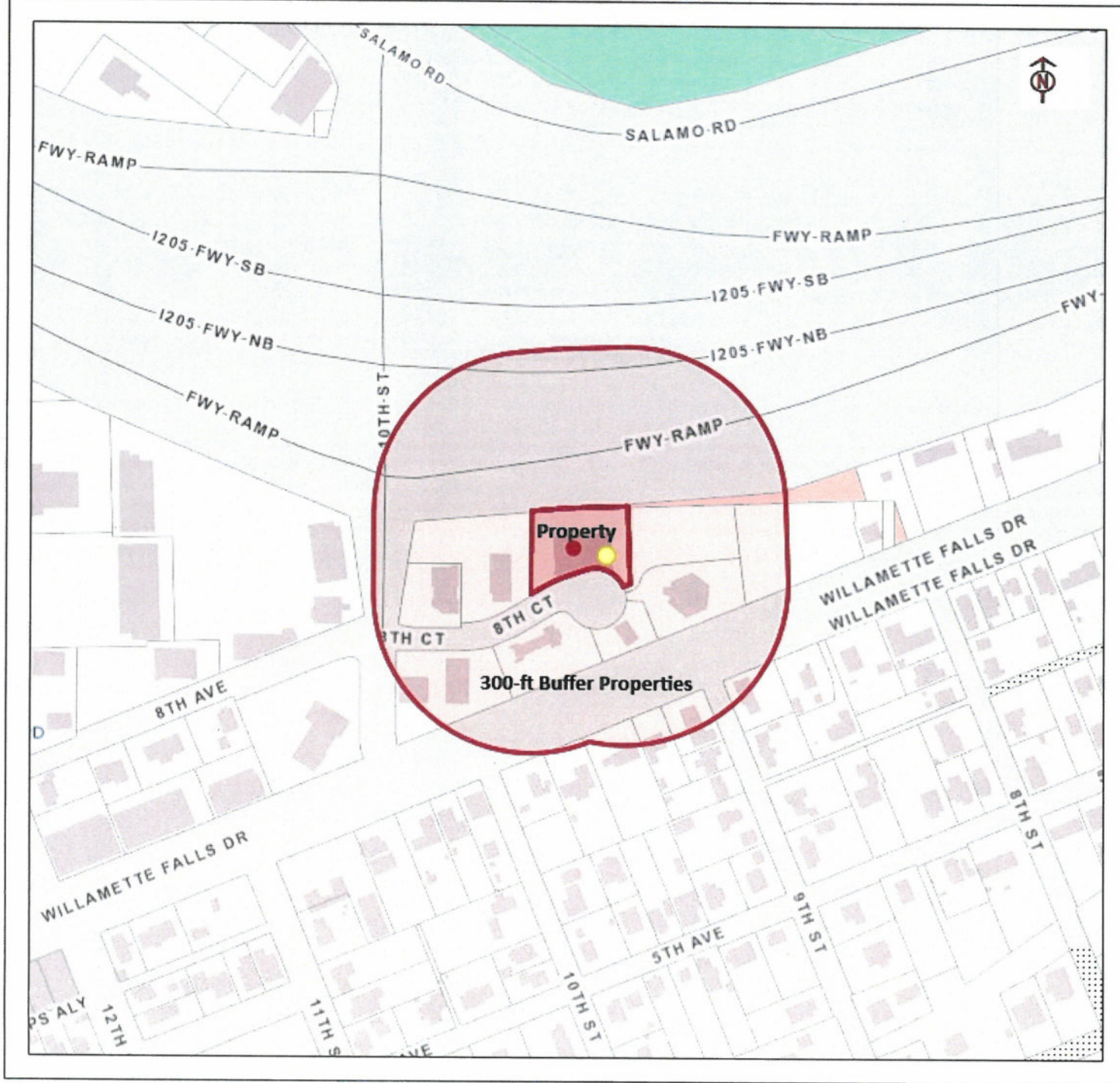
The West Linn Planning Manager is considering a request for a Class I Design Review application for the tenant improvement remodel of 2130 8th Court. The proposal includes the infill of two exterior doors which will be covered with existing siding materials and colors to match. (Tax Lot 0902 of Clackamas County Assessor's Map 21E35D)

The decision will be based on the approval criteria in Chapters 19, 46, and 55 of the Community Development Code (CDC). The approval criteria from the CDC are available for review at City Hall, at the City Library, and at <http://www.westlinnoregon.gov/cdc>.

All relevant materials in the above noted file are available for inspection at no cost at City Hall, and on the city web site <https://westlinnoregon.gov/planning/2130-8th-court-class-1-design-review> or copies may be obtained for a minimal charge per page. A public hearing will not be held on this decision. **Anyone wishing to present written testimony for consideration on this matter shall submit all material before 4:00 p.m. on August 13, 2020. Persons interested in party status should submit their letter along with any concerns related to the proposal by the comment deadline.** For further information, please contact Chris Myers, Associate Planner, City Hall, 22500 Salamo Rd., West Linn, OR 97068, (503)742-6062, cmyers@westlinnoregon.gov.

Any appeals to this decision must be filed within 14 days of the final decision date with the Planning Department. **It is important to submit all testimony in response to this notice.** Failure to raise an issue in person or by letter, or failure to provide sufficient specificity to afford the decision-maker an opportunity to respond to the issue, precludes the raising of the issue at a subsequent time on appeal or before the Land Use Board of Appeals.

DR-20-06 2130 8th Court 300-foot Buffer Properties



Legend

- City Limit
- ▨ Unimproved ROW
- Parks and Open Space
- City Owned Property

0 0.06 0.11 Miles

1: 4,514



Notes

This map was automatically generated using Geocortex Essentials.



**NOTICE OF UPCOMING
PLANNING MANAGER DECISION**

**PROJECT # DR-20-06
MAIL: 07/30/2020 TIDINGS: n/a**

CITIZEN CONTACT INFORMATION

To lessen the bulk of agenda packets and land use application notice, and to address the concerns of some City residents about testimony contact information and online application packets containing their names and addresses as a reflection of the mailing notice area, this sheet substitutes for the photocopy of the testimony forms and/or mailing labels. A copy is available upon request.

PD-4 COMPLETENESS LETTER



CITY OF
West Linn

July 28, 2020

8th Court Properties LLC
Attn: Samuel Grosz
1 SW Columbia Street, Suite 1800
Portland, OR. 97204

SUBJECT: DR-20-06 Application for a Class I Design Review at 2130 8th Court. Tenant Improvements to an existing commercial building for a proposed medical office.

Samuel:

You submitted this application on July 24, 2020. The Planning Department has reviewed the submitted materials and has deemed the application to be **complete**. The city has 120 days to exhaust all local review; that period ends November 26, 2020.

Please be aware that determination of a complete application does not guarantee a recommendation of approval from staff for your proposal as submitted – it signals that staff believes you have provided the necessary information for the Planning Director to render a decision on your proposal.

A 14-day public notice will be prepared and mailed. This notice will identify the earliest potential decision date by the Planning Director.

Please contact me at 503-742-6062, or by email at cmyers@westlinnoregon.gov if you have any questions or comments.

Sincerely,

Chris Myers

Chris Myers
Associate Planner