

**STAFF REPORT
PLANNING MANAGER DECISION**

DATE: August 7, 2023

FILE NO.: HDR-23-02

REQUEST: Approval of a Class I Historic Design Review at 1727 Willamette Falls Dr.

PLANNER: Ben Gardner, Assistant Planner

Planning Manager DSW

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GENERAL INFORMATION

APPLICANT: Yonggen Qiu
1727 Willamette Falls Dr
West Linn, OR 97068

OWNER: Willamette Capital Investments LLC
P.O. Box 97
Aurora, OR 97002

SITE LOCATION: 1727 Willamette Falls Dr

SITE SIZE: 10,000 square feet

LEGAL DESCRIPTION: Lots 4 and 5 of Block 8, Willamette Falls
Assessor's Map 31E02BA Tax Lot 2500

COMP PLAN DESIGNATION: Commercial

ZONING: GC, General Commercial

APPROVAL CRITERIA: Community Development Code (CDC) Chapter 19: General Commercial, GC; Chapter 25: Overlay Zones – Historic District; Chapter 55: Design Review; Chapter 99: Procedures for Decision Making: Quasi-Judicial.

120-DAY RULE: The application became complete on July 13, 2023. The 120-day period ends November 10, 2023.

PUBLIC NOTICE: Notice was mailed to property owners within 300 feet of the subject property and to all neighborhood associations on July 17, 2023. A sign was placed on the property on July 17, 2023. The notice was also posted on the City's website on July 17, 2023. Therefore, public notice requirements of CDC Chapter 99 have been met.

BACKGROUND

The applicant seeks approval for a Class I Historic Design Review to install a retrofitted awning to the front façade of 1727 Willamette Falls Drive. The structure is a non-eligible, non-contributing commercial vernacular style building built circa 1915, located in both the Willamette Historic District Overlay and the Willamette Falls Drive Commercial Design District. The structure sits on an approximately 10,000 square foot lot and faces Northwest towards Willamette Falls Drive.



Front Facing façade (Willamette Falls Drive)

Properties to the East and West are also within the Historic District and zoned GC. Properties to the Southeast behind the building are also within the Historic District but are zoned R-5. Properties across Willamette Falls Drive to the Northwest are not within the Historic District.

Public comments:

No public comments were submitted.

DECISION

The Community Development Director (designee) approves this application (HDR-23-02), 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. **Plans, Elevations, and Narrative.** The project shall conform to the plans, elevations, and narrative submitted in Exhibit PD-1.

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



Ben Gardner, Assistant Planner

August 7, 2023
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 7th Day of August, 2023.

Therefore, the 14-day appeal period ends at 5 p.m. on August 21, 2023.

**ADDENDUM
APPROVAL CRITERIA AND FINDINGS
HDR-23-01**

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

CHAPTER 19, GENERAL COMMERCIAL, GC

19.030 PERMITTED USES

The following uses are permitted outright in this zone:

...

10. Eating and drinking establishments.

Staff Finding 1: The proposal is to add a new awning to the façade of an existing eating and drinking establishment. The criteria is met.

II. CHAPTER 25, HISTORIC RESOURCES

25.040 HISTORIC DESIGN REVIEW PROCESSES

Proposed changes to historic resources that are not exempted by subsection A of this section, Exemptions from historic design review, are subject to subsection B of this section, Class I historic design review, or subsection C of this section, Class II historic design review. Class I historic design review addresses significant changes that warrant staff review. Class II historic design review addresses major changes including additions and new construction, subject to Historic Review Board approval. The processes for conducting Class I and Class II historic design review are in Chapter 99 CDC.

...

B. Class I historic design review. The following are subject to Class I historic design review to determine their compliance with the applicable approval standards:

...

2. Facade alteration. Alteration of a facade when 100 square feet or less of the structure's facade is being altered;

Staff Finding 2: Per applicant submittal Exhibit PD-1, the proposed changes are comprised of a new awning approximately 38 square feet in size upon the facade. As this total is less than 100 square feet, this proposal is subject to a Class I Historic Design Review. The criteria is met.

25.060 DESIGN STANDARDS APPLICABLE TO HISTORIC RESOURCES

The following design standards apply to all changes, including alterations, additions, and new construction proposed on a designated historic resource. These standards are intended to preserve the features that made the resource eligible for historic designation. Development must comply with all applicable standards, or be approved through the modifications process specified in CDC 25.080.

A. Standards for alterations and additions. This section applies to historic reviews for alteration of and additions to designated historic resources:

- 1. Retention of original exterior construction and overall structural integrity. The original exterior construction and structural integrity shall be maintained or restored to the greatest extent practicable. Stylistic features of original construction that shall be preserved include, but are not limited to: a line of columns, decorative shingles, projecting bays, windows and doors including their related functional and decorative features, other primary structural elements,*

spatial relationships that characterize the property, examples of skilled craftsmanship that characterize the building, and architectural details defining the structure's character and historic significance.

2. Retention of exterior historic material. Removal or alteration of historic exterior materials and features shall be avoided during the construction of new additions or alterations. Deteriorated materials and architectural features shall be repaired rather than replaced, unless the material is beyond repair. In the event replacement of an existing feature is necessary, new materials shall match those of the original building in terms of composition, design, color, texture, and other visual features.

Staff Finding 3: The Applicant proposes to add a retrofitted awning on the front façade of the building without removing any features of the existing facade. The criteria are met.

3. Time period consistency. Buildings shall be recognizable as a physical record of their time and place. Alterations which have no historical basis or which seek to create a false sense of historical development are not allowed.

4. Significance over time. Changes to a property that have acquired historic significance in their own right, and during the period of significance, shall be retained and preserved.

5. Differentiate old from new. Alterations, additions, and related new construction shall be differentiated from the original buildings to avoid creating a false sense of history, and shall be compatible with the historic materials, features, size, scale, proportion, and massing to protect the integrity of the property. Additions and alterations shall be done in accordance with the Secretary of the Interior's Standards for new exterior additions to historic buildings.

Staff Finding 4: The Applicant proposes to add a retrofitted awning, a feature typical of such buildings from the Willamette Historic District period of significance. All other features of the façade are being retained and will not be altered. The new awning will match the surrounding buildings without creating a false sense of history. The criteria are met.

6. Reversibility. Additions and alterations shall be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its context would be unimpaired.

Staff Finding 5: The proposed awning is being added on top of existing façade elements. If removed in the future, the form and integrity of the building will be unimpaired. The criteria is met.

7. Building additions. Building additions shall be subordinate to the original building, smaller in scale, and attached to the rear or set back along the side. Features of building additions, including the proportions of window and door openings, shall be consistent with those of the existing building. Dimensional and other requirements in the underlying zone, as applicable, shall apply.

8. Building height and roof pitch. Existing or historic building heights and roof pitch shall be maintained.

9. Roof materials. Replacement of a roof or installation of a new roof with materials other than cedar shingles, three tab asphalt shingles, or architectural composition shingles must be demonstrated, using photographic or other evidence, to be in character with those of the original roof, or with materials that are consistent with the original construction.

10. *Existing exterior walls and siding. Replacement of the finish materials of existing walls and siding must be with building materials consistent with the original construction.*
11. *New exterior walls and siding. Wood siding or shingles shall be used unless the applicant demonstrates that an alternative material has a texture and finish typically used on similar style buildings of the era, or the era the building style references. Vinyl or other materials that do not match those that were typically used on similar style buildings of the era, or the era the building style references, are not permitted.*
12. *Gutters and downspouts. Replacement or new gutters and downspouts shall be rectangular, ogee, half-round or K-shaped and comprised of wood or metal material, or styles and materials that match those that were typically used on similar style buildings of the era, or the era the building style references. Vinyl or other materials and styles that do not match those that were typically used on similar style buildings of the era, or the era the building style references, are not permitted.*
13. *New windows. New windows shall be located on rear or secondary facades, unless required for a new use. New windows shall match the appearance and size of the original windows as closely as possible. Wood window frames and sashes shall be used unless the applicant demonstrates that the non-wood windows are consistent with the original historic appearance and material, including profile and proportion of the sash, sill, trim, light patterns, glass color, and profile of mullions and muntins. Replacement of existing windows shall meet standards for window replacement.*
14. *Storm windows. Storm windows shall be made of painted wood, a material with a baked enamel finish, anodized aluminum, or another material that is consistent with the color, detail, and proportions of the building.*
15. *Window replacement. Replacement of windows or window sashes shall be consistent with the original historic appearance and material, including the profile of the sash, sill, trim, window plane relative to the building wall plane, light pattern, glass color, profile of mullions and muntins, and color, method of operation and related features, such as shutters.*
16. *Doors. Doors shall be painted or stained wood, fiberglass clad, or metal clad, or another material that is consistent with the original historic appearance.*
17. *Porches. Front porches are allowed on new construction. No front porch shall be added to a structure if there was not one originally. Existing front porches shall not be enclosed or enlarged. Alterations to existing front porches and side yard porches that face a street shall:
 - a. *Maintain the shape, width, and spacing of the original columns; and*
 - b. *Maintain the height, detail, and spacing of the original balustrade.**
18. *Decks. Decks shall be located in the rear yard or the portion of the side yard behind the front 50 percent of the primary structure.*
19. *Foundations. Repair or construction of a foundation that results in raising or lowering the building elevation must demonstrate that:
 - a. *The proposal is consistent with the original design and, if applicable, is consistent in the context of adjacent and other structures on the block, based on photographic or other evidence; or*
 - b. *It is necessary to satisfy a requirement of the building code and/or floodplain regulations (Chapter 27 CDC).**
20. *Lighting. Residential lighting shall be shielded to prevent glare and compatible with the architectural character of the building. Blinking, flashing, or moving lighting is not permitted.*

Staff Finding 6: The Applicant does not propose to add or alter any of the given elements. The criteria are met.

25.070 ADDITIONAL STANDARDS APPLICABLE TO HISTORIC DISTRICTS

This section provides additional standards that are applicable to properties within a historic district.

A. *Standards for alterations and additions.*

1. *Compatibility with nearby context. Alterations and additions shall be:*

- a. *Compatible in scale and mass to adjacent properties; and*
- b. *Constructed such that they maintain the privacy of the residents of adjacent properties through window placement, orientation or landscaping.*

Staff Finding 7: The proposed awning brings the building façade in line with surrounding buildings that also have retrofitted awnings. The proposal is therefore increasing the compatibility of the building features within the context of nearby buildings. The given proposal will not affect privacy of the residents of adjacent properties. The criteria are met.

C. *Willamette Historic District general design standards. This subsection applies only to alterations and additions, new construction, and accessory structure construction of residential and historically residential properties in the Willamette Historic District. Other buildings are subject to the requirements in Chapter 58 CDC. Dimensional and other requirements of the underlying zone, as applicable, shall apply.*

Staff Finding 8: As the structure proposed to be altered is a commercial building, and it is also within the Willamette Falls Drive Commercial Design District, the provisions of Chapter 58 apply. See Staff Finding 11. The criteria are met.

55.025 EXEMPTIONS

The following activities are exempt from the provisions of this chapter:

...

D. *Architectural replacements in kind, or replacement of building materials that are equal or superior to existing materials (in terms of performance or quality) but that do not alter the architectural style of the structure. Retrofitted awnings, changes in color schemes, wall art, and freestanding statuary or art under five feet tall are exempt from design review, but shall be subject to Planning Director review under the provisions of CDC 99.060(A)(2), prescribed conditions, and the approval criteria of CDC 55.100(B)(6)(a) and (b).*

Staff Finding 9: The Applicant proposes to install a retrofitted awning which is exempt from design review. The permitted use of the property is not being changed. The proposal is subject to CDC 55.100(B)(6)(a) and (b). See Staff Finding 10 below. The criteria are met.

55.100 APPROVAL STANDARDS – CLASS II DESIGN REVIEW

...

B. *Relationship to the natural and physical environment.*

...

6. *Architecture.*

a. *The proposed structure(s) scale shall be compatible with the existing structure(s) on site and on adjoining sites. Contextual design is required. Contextual design means respecting and incorporating prominent architectural styles, building lines, roof forms, rhythm of windows,*

building scale and massing of surrounding buildings in the proposed structure. The materials and colors shall be complementary to the surrounding buildings.

b. While there has been discussion in Chapter 24 CDC about transition, it is appropriate that new buildings should architecturally transition in terms of bulk and mass to work with, or fit, adjacent existing buildings. This transition can be accomplished by selecting designs that “step down” or “step up” from small to big structures and vice versa (see figure below). Transitions may also take the form of carrying building patterns and lines (e.g., parapets, windows, etc.) from the existing building to the new one.

Staff Finding 10: The proposed awning is compatible with surrounding buildings both in scale and style and will complement their similar designs. The design exhibits an appropriate transition by carrying the line of awnings on surrounding buildings, ensuring the façade better fits its context. The criteria are met.

58.080 STANDARDS

...

11. Awnings. All buildings shall have awnings extending out from building face. Awnings are preferred for micro-climate benefits. Ideally, the building will have both transom and awnings, although transoms are not required.

Awnings shall be either canvas or vinyl, or similar approved material, supported by an internal metal framework or metal or wood supported by a curved metal support attached to the building.

Awnings shall extend a minimum of five feet from the facade and along 80 percent of a street facing facade to provide appropriate pedestrian coverage and shall meet ADA requirements. The pitch of the awning shall be 10 to 40 degrees. No “bubble-type” awnings are permitted. No backlit awnings are permitted. Canvas or matte-finish vinyl, or similar approved material awnings, may be one color or striped and shall have a free-hanging plain or crenelated valance. Canvas or matte-finish vinyl, or similar approved material awnings, should not be shared between two structures. Each structure should have its own awning.

Staff Finding 11: Staff adopts the Applicant findings for these criteria as contained in page 3 of Exhibit PD-1. The Applicant proposes to install a canvas awning that extends out from the façade 5 feet with an internal metal framework along more than 80% of the façade. It is not a bubble type awning, nor is it backlit. It has a pitch between 10 and 40 degrees. The criteria are met.

Applicant Response: “The proposed awning uses canvas and supported by aluminum frame attached to the building. The awning extends out 5 feet from the façade and along 80% of a street facing façade. The planned awning also meets the ADA requirement of pitch between 10 to 40 degree and non bubble, no backlit.”

99.080 NOTICE

Notice shall be given in the following ways:

...

B. Class B Notice. Notice of a proposed action on a development application pursuant to CDC 99.060 shall be given by the Director in the following manner:

- 1. At least 14 days prior to the decision date, a notice shall be sent by mail to:*
 - a. The applicant or their agent;*
 - b. The affected recognized neighborhood association or citizens advisory committee; and*

- c. All property owners of record within 300 feet of the site perimeter;*
- 2. At least 10 days prior to the earliest date that the approval authority can take action on the application, the applicant shall place a sign, provided by the Community Development Department, on the subject property in plain view. The sign shall state, "This property is the subject of a land use decision," with the type of use or request indicated.*
 - 3. The Director shall cause an affidavit of mailing of notice and posting of notice to be filed and made part of the administrative record.*
 - 4. At the conclusion of the land use action the signs shall be removed.*

Staff Finding 12: A Class B Notice was prepared and sent via mail to the applicant, the affected neighborhood association, and all property owners within 300 ft. of the site perimeter of 1727 Willamette Falls Dr. on July 17, 2023. A sign detailing the property as being the subject of a land use decision with case details was placed on the property on July 17, 2023. An affidavit of mailing of notice and posting of notice was filed in the land use case record (see Exhibit PD-4). The sign was removed after the conclusion of the action on 8/7/23. The criteria are met.

PD-1 APPLICANT SUBMITTAL

DEVELOPMENT REVIEW APPLICATION

For Office Use Only

STAFF CONTACT	PROJECT No(s).	PRE-APPLICATION NO.
NON-REFUNDABLE FEE(S)	REFUNDABLE DEPOSIT(S)	TOTAL

Type of Review (Please check all that apply):

- | | | |
|---|---|--|
| <input type="checkbox"/> Annexation (ANX) | <input type="checkbox"/> Final Plat (FP) | <input type="checkbox"/> Subdivision (SUB) |
| <input type="checkbox"/> Appeal (AP) | <input type="checkbox"/> Flood Management Area (FMA) | <input type="checkbox"/> Temporary Uses (MISC) |
| <input type="checkbox"/> CDC Amendment (CDC) | <input checked="" type="checkbox"/> Historic Review (HDR) | <input type="checkbox"/> Time Extension (EXT) |
| <input type="checkbox"/> Code Interpretation (MISC) | <input type="checkbox"/> Lot Line Adjustment (LLA) | <input type="checkbox"/> Right of Way Vacation (VAC) |
| <input type="checkbox"/> Conditional Use (CUP) | <input type="checkbox"/> Minor Partition (MIP) | <input type="checkbox"/> Variance (VAR) |
| <input type="checkbox"/> Design Review (DR) | <input type="checkbox"/> Modification of Approval (MOD) | <input type="checkbox"/> Water Resource Area Protection/Single Lot (WAP) |
| <input type="checkbox"/> Tree Easement Vacation (MISC) | <input type="checkbox"/> Non-Conforming Lots, Uses & Structures | <input type="checkbox"/> Water Resource Area Protection/Wetland (WAP) |
| <input type="checkbox"/> Expediated Land Division (ELD) | <input type="checkbox"/> Planned Unit Development (PUD) | <input type="checkbox"/> Willamette & Tualatin River Greenway (WRG) |
| <input type="checkbox"/> Extension of Approval (EXT) | <input type="checkbox"/> Street Vacation | <input type="checkbox"/> Zone Change (ZC) |

Pre-Application, Home Occupation, Sidewalk Use, Addressing, and Sign applications require different forms, available on the website.

Site Location/Address:	Assessor's Map No.:
1727 Willamette Falls Dr. West Linn OR 97068	Tax Lot(s):
	Total Land Area:

Brief Description of Proposal:

awning

Applicant Name*: Yonggen Qiu	Phone: 503 888 0922
Address: 1727 Willamette Falls Dr.	Email: qiu yo@yahoo.com
City State Zip: West Linn OR 97068	

Owner Name (required): WILLAMETTE CAPITAL INVESTMENTS	Phone: 503 329-1713
Address: P.O. Box 97 LLC.	Email: timtofte1@gmail.com
City State Zip: AURORA, OR 97002	

Consultant Name:	Phone:
Address:	Email:
City State Zip:	

1. Application fees are non-refundable (excluding deposit). Applications with deposits will be billed monthly for time and materials above the initial deposit. ***The applicant is financially responsible for all permit costs.**
2. The owner/applicant or their representative should attend all public hearings.
3. A decision may be reversed on appeal. The decision will become effective once the appeal period has expired.
4. Submit this form, application narrative, and all supporting documents as a single PDF through the [Submit a Land Use Application](https://westlinnoregon.gov/planning/submit-land-use-application) web page:

Submit a Land Use Application web page: <https://westlinnoregon.gov/planning/submit-land-use-application>

The undersigned property owner authorizes the application and grants city staff the **right of entry** onto the property to review the application. Applications with deposits will be billed monthly for time and materials incurred above the initial deposit. The applicant agrees to pay additional billable charges.

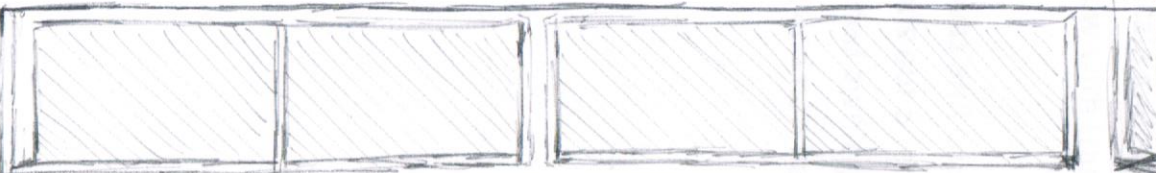

Applicant's signature

Date 7/7/2023


Owner's signature (required)

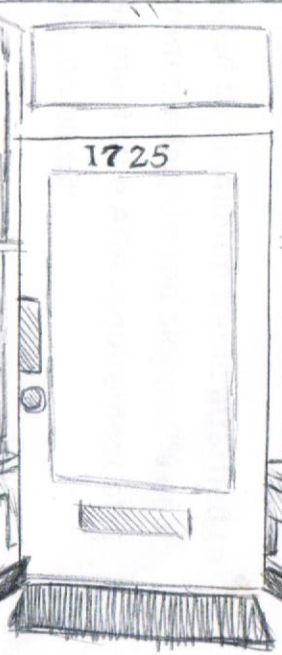
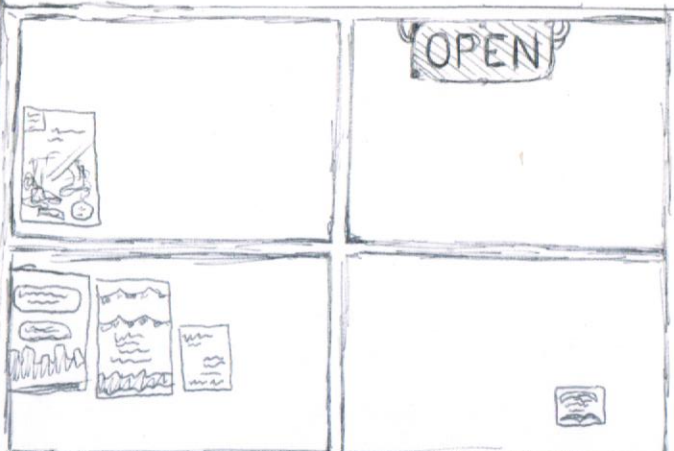
Date 7/11/23

The ESSENCE of CHINA



OPEN

1725



125"

180"

The Essence of China is proposing a plan to install a awning, which is similar to those surrounding us in both scale and style. The awning will extend out from the wall above the door and window with transom and awning, providing shad and beauty to the facades.

The proposed awning uses canvas and supported by aluminum frame attached to the building. The awning extends out 5 feet from the façade and along 80% of a street facing façade. The planned awning also meets the ADA requirement of pitch between 10 to 40 degree and non bubble, no backlit.



Current



proposed



Date: October 24, 2022

QUOTATION

FROM THE DESK OF: Joe Spearing | joe@pikeawning.com

7300 SW LANDMARK LANE PORTLAND, OREGON 97224
O: (503)624-5600 | C: (503)758-4084 | www.pikeawning.com

SUBMITTED TO:

The Essence of China
1727 Willamette Falls Dr,
West Linn, OR 97068, USA

SITE:

Attn: Yonggen Qiu

Phone: 503-888-0922

Email: qiuyo@yahoo.com

INCLUDES:

[1] Welded Frame Awning, complete and installed

- Frame: square aluminum tube with welded joints, with raw or powder coated finish
 - o Size: 2'6" height x 4'9" projection x 15'3" width
- Fabric: Sunbrella 100% acrylic canvas color: to be determined [10 year warranty]
 - o Seams: Welded
 - o Thread: Tenera by Gortex, lifetime warranty
- Valance Style: Rigid
- Graphics: None

Cost: **\$4,949**

Optional: powder coat framework + \$900

Please allow a minimum of 10 weeks from order to installation

EXCLUDES: permits or engineering

Total: \$__

Accepted by: _____

Sales Terms: 1/2 down and balance due upon completion,

payable by check or credit card with a 3% fee

Date: _____

Price good 30 days

PD-2 HISTORIC SITE INVENTORY FORMS

Oregon Historic Site Record

LOCATION AND PROPERTY NAME			
address:	1721-1727 Willamette Falls Dr West Linn, Clackamas County	historic name:	Salute Café Italiano The Essence of China
assoc addresses:		block/lot/tax lot:	
location descr:		twshp/rng/sect/qtr sect:	3S 1E 2
PROPERTY CHARACTERISTICS			
resource type:	Building	height (stories):	1.0
elig evaluation:	not eligible/non-contributing	total elig resources:	0
prim constr date:	c.1915	second date:	
		total inelig resources:	1
NR Status:		date indiv listed:	
primary orig use:	Specialty Store	orig use comments:	
second orig use:		prim style comments:	
primary style:	Commercial (Type)	sec style comments:	
secondary style:	Vernacular	siding comments:	
primary siding:	Stucco	architect:	
secondary siding:	Horizontal Board	builder:	
plan type:	1-Part Block		
comments/notes:			
GROUPINGS / ASSOCIATIONS			
Survey/Grouping Included In:	Type of Grouping	Date Listed	Date Compiled
West Linn, Willamette Falls Neighborhood, RLS 2008	Survey & Inventory Project		2008
SHPO INFORMATION FOR THIS PROPERTY			
NR date listed:	N/A	106 Project(s):	None
ILS survey date:		Special Assess Project(s):	None
RLS survey date:	10/29/2008	Federal Tax Project(s):	None
ARCHITECTURAL / PROPERTY DESCRIPTION			
<i>(Includes expanded description of the building/property, setting, significant landscape features, outbuildings and alterations)</i>			
Refer to scanned documents links.			
HISTORY			
<i>(Chronological, descriptive history of the property from its construction through at least the historic period - preferably to the present)</i>			
Refer to scanned documents links.			
RESEARCH INFORMATION			
Title Records	Census Records	Property Tax Records	Local Histories
Sanborn Maps	Biographical Sources	SHPO Files	Interviews
Obituaries	Newspapers	State Archives	Historic Photographs
City Directories	Building Permits	State Library	
Local Library:		University Library:	
Historical Society:		Other Respository:	
Bibliography:			

PD-3 COMPLETENESS LETTER



CITY OF
West Linn

July 13, 2022

Yonggen Qiu
1727 Willamette Falls Dr
West Linn, OR 97068

SUBJECT: Class I Historic Design Review for a new awning on the façade of a commercial building located at 1727 Willamette Falls Dr (HDR-23-02)

Yonggen Qiu:

Your application submitted on July 11, 2023 has been deemed **complete**. The city has 120 days to exhaust all local review; that period ends November 10, 2023.

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 503-742-6057, or by email at bgardner@westlinnoregon.gov if you have any questions or comments.

Sincerely,

Ben Gardner
Assistant Planner

PD-4 AFFADAVIT AND NOTICE PACKET



**AFFIDAVIT OF NOTICE
TYPE B
PLANNING MANAGER DECISION**

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

PROJECT

File No.: **HDR-23-02**

Address: **1727 Willamette Falls Dr**

Applicant's Name: **Yonggen Qiu**

Scheduled Decision Date: **Planning Manager Decision no earlier than July 31th, 2023**

MAILED NOTICE

Notice of Upcoming Planning Manager Decision was mailed at least 14 days before the decision date, per Section 99.080 of the Community Development Code to:

Yonggen Qiu, applicant	07/17/23	<i>Lynn Schroder</i>
Willamette Capital Investments LLC, owner	07/17/23	<i>Lynn Schroder</i>
Property owners within 300ft of the site perimeter	07/17/23	<i>Lynn Schroder</i>
Willamette NA	07/17/23	<i>Lynn Schroder</i>

WEBSITE

Notice was posted on the City's website 14 days before the decision date.

07/17/23	<i>Lynn Schroder</i>
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SIGN

A sign was posted on the property at least 10 days before the decision, per Section 99.080 of the CDC.

7/17/23	<i>Ben Gardner</i>
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FINAL DECISION

Notice of Final Decision was mailed to the applicant, all parties with standing, and posted on the City's website, per Section 99.040 of the Community Development Code.

8/7/23	<i>Lynn Schroder</i>
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**CITY OF WEST LINN
NOTICE OF UPCOMING PLANNING MANAGER DECISION
FILE NO. HDR-23-02**

The West Linn Planning Manager is considering a Class 1 Historic Design Review at 1727 Willamette Falls Drive. The applicant is requesting approval to add an awning to the façade of their structure to match the surrounding properties.

You have been notified of this proposal because County records indicate that you own property within 300 feet of the property (Clackamas County Assessor's Map 31E02BA02500), or as otherwise required by CDC Chapter 99.080.

The Planning Manager will decide the application based on criteria in Chapters 25, 55, and 99 of the Community Development Code (CDC). The CDC approval criteria are available for review on the City website <http://www.westlinnoregon.gov/cdc> or at City Hall and the City Library.

The application is posted on the City's website, <https://westlinnoregon.gov/planning/1727-willamette-falls-drive-class-1-historic-design-review>. The application, all documents or evidence relied upon by the applicant and applicable criteria are available for inspection at City Hall at no cost. Copies may be obtained at reasonable cost.

A public hearing will not be held for this decision. **Anyone wishing to submit comments for consideration must submit all material before 4:00 p.m. on Monday, July 31, 2023 to bgardner@westlinnoregon.gov or mail them to City Hall. All comments must be received by the deadline.**

It is important to submit all testimony in response to this notice. All comments submitted for consideration of this appeal should relate specifically to the applicable criteria. Failure to raise an issue in a hearing, in person, or by letter, or failure to provide sufficient specificity to afford the decision-maker an opportunity to respond to the issue, precludes appeal to the Oregon Land Use Board of Appeals based on that issue (CDC Section 99.090).

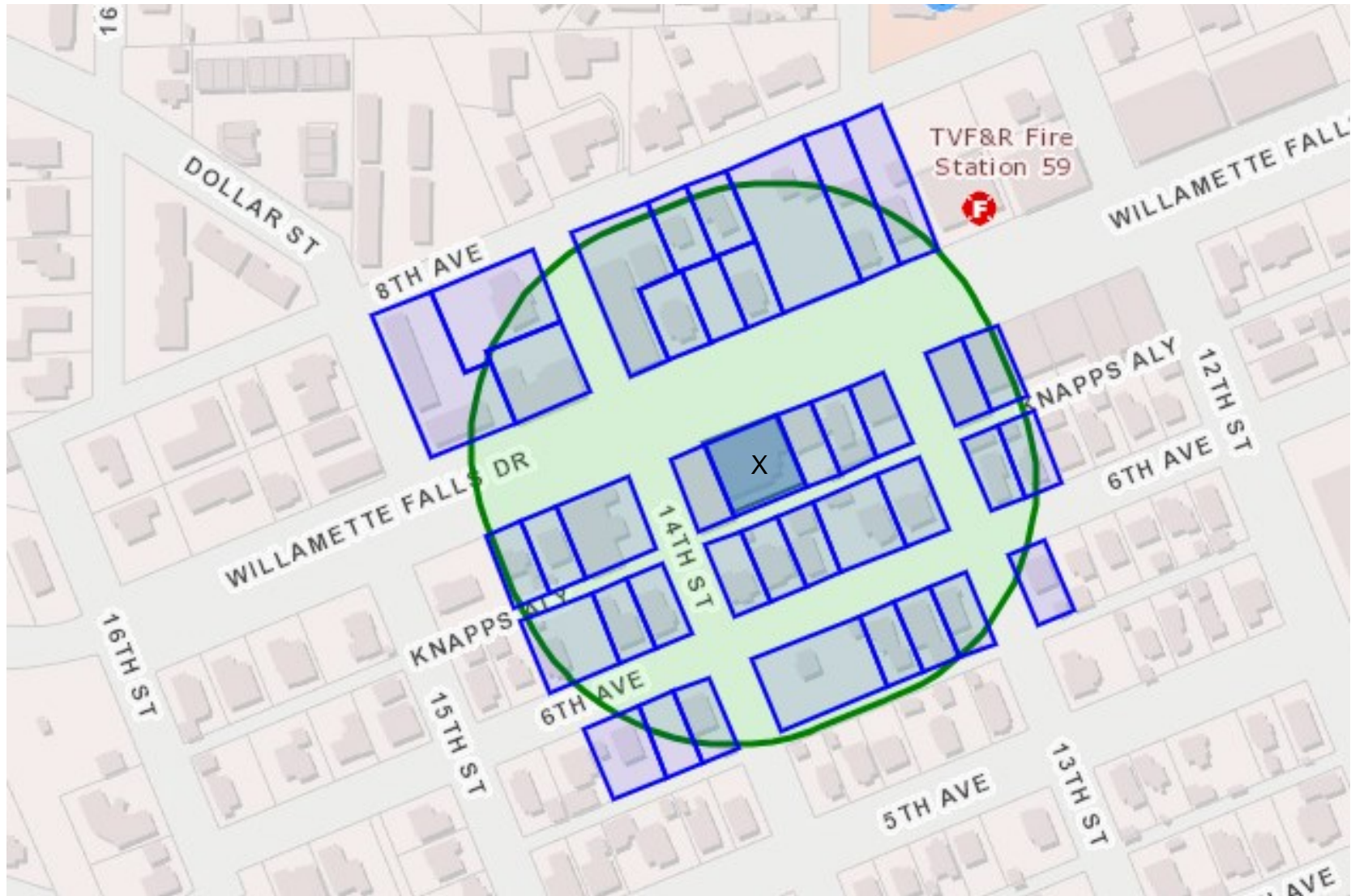
The final decision will be posted on the website and available at City Hall. Persons with party status may appeal the decision by submitting an appeal application to the Planning Department within 14 days of mailing the notice of the final decision pursuant to CDC [99.240](#).

For additional information, please contact Ben Gardner, Assistant Planner, City Hall, 22500 Salamo Rd., West Linn, OR 97068, 503-742-6057.

Scan this QR code to go to the project page:



HDR-23-02 Notified Properties within 300 feet of 1727 Willamette Falls Drive





**NOTICE OF UPCOMING
PLANNING MANAGER DECISION**

**PROJECT # HDR-23-02
MAIL: 7/17/23 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.