

## DEVELOPMENT REVIEW APPLICATION

**For Office Use Only**

STAFF CONTACT <b>Chris Myers</b>	PROJECT NO(S). <b>Summit Street Project</b>	PRE-APPLICATION NO. <b>Not Applicable</b>
NON-REFUNDABLE FEE(S) <b>\$4900</b>	REFUNDABLE DEPOSIT(S)	TOTAL <b>\$4900</b>

**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 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.

<b>Site Location/Address:</b> <b>4979 Summit Street, West Linn, OR 97068</b>	Assessor's Map No.: <b>00386184</b>
	Tax Lot(s): <b>21E25DB01700</b>
	Total Land Area: <b>.42 acre</b>

**Brief Description of Proposal:**

**Utilize SB458 to create three lots out of this parcel of land and build a detached triplex**

<b>Applicant Name*:</b> Address: <b>Northwest Acquisition &amp; Development</b> City State Zip: <b>1331 Troon Drive, West Linn, OR 97068</b>	Phone: <b>503.720.1410</b> Email: <b>503.720.1410</b>
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<b>Owner Name</b> (required): Address: <b>Same as above</b> City State Zip: <b>Same as above</b>	Phone: Email:
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<b>Consultant Name:</b> Address: <b>Pietrok Engineering and Resources</b> City State Zip: <b>13539 NW Springville Road Portland, OR 97229</b>	Phone: <b>503-793-3469</b> Email: <b>neil@per-eng.com</b>
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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: <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.

 **J.D. Boyle**  
Applicant's signature

**7/12/23**  
Date

 **J.D. Boyle**  
Owner's signature (required)

**7/12/23**  
Date

# DEVELOPMENT REVIEW CHECKLIST

The application form and supporting materials should be submitted electronically through <https://westlinnoregon.gov/planning/submit-land-use-application> as one (1) .pdf file. To create a single PDF file, go to [Adobe Acrobat Free Merge PDF](#) online tool. [Other free Acrobat PDF tools](#) like converting a file to PDF or reducing the file size are available on the Adobe website.

Supporting reports may be uploaded separately through this web form *if* the file size is too large. The separate submissions should be numbered (i.e., Submittal 1 of 2) and noted under transmittal contents. All plan set files MUST be flattened and reduced.

Submission requirement to upload through the web form:

- .pdf format.
- Individual file size no larger than 128 MB.
- Do not attach 'zip' files. Our server will reject all 'zip' files.
- Reduce and flatten all plan sets BEFORE uploading plan sets. The raster/vector settings should be optimized for printing.

A complete application must include the following:

- Development Review Application. Original signatures from all owners must be on the application form.
- Vicinity Map showing the site within the City.
- Site Plan drawn to scale showing the:
  - Taxlot and address of the project,
  - Area of the site (acres or square feet),
  - Zoning and Neighborhood Association,
  - Location and dimensions of existing and proposed buildings, structures,
  - Location of existing and proposed on-site driveways and off-street parking,
  - Configuration and dimensions of all existing and proposed lots and tracts, including a proposed park, open space, and or drainage tracts or easements,
  - Location and width of existing and proposed easement for access, drainage, etc., and
  - Location of existing and proposed trees and other proposed landscaping.
  - Location of existing public and private utilities, easements, and 100-year floodplain,
  - Sensitive areas, including the location of on-site wetlands and riparian areas,
  - Location of existing off-site driveways across the street,
  - If applicable, internal circulation system, name, and location of existing and proposed roadways and roadway easements (private and public), and
  - Location and width of existing and proposed on-site pedestrian and bicycle facilities on-site.
- If applicable, a Utility Plan and Landscape plan, drawn to scale.
- If applicable, Building elevation drawings with exterior elevations for every side of each structure, height including building materials and floor levels, drawn to scale.
- A project narrative outlining the project's scope in detail, including the changes to the site, structure, landscaping, parking, land use, and lot consolidations.
- Complete written responses to identified approval criteria in the [Community Development Code \(CDC\)](#).
- A Service Provider Letter from Tualatin Valley Fire and Rescue - <https://www.tvfr.com/399/Service-Provider-Permit> Please contact Jason Arn at [jason.arn@tvfr.com](mailto:jason.arn@tvfr.com) with any questions about TVF&R requirements;
- If required, documentation of any required meeting with the respective City-recognized neighborhood association per CDC [99.038](#).
- Any other materials identified by city staff at the pre-application meeting.

For applications that the Planning Commission decides, the applicant or applicant's representative should present their proposal to the PC at the public hearing.

## PROJECT NARRATIVE

James (Jim) D Boyle

Northwest Acquisition & Development

1331 Troon Drive, West Linn, OR 97068

The City of West Linn Planning Department

The intent of this proposal is to apply for a minor land partition utilizing SB458 to create three child lots from the .42-acre parcel located at 4979 Summit Street. There will be total of three units and each lot will have one unit per lot. The new lots will be part of a detached triplex. Each unit will have its own utility connection to water and sewer.

SB458 Section 2:

(1) As used in this section, “middle housing land division” means a partition or subdivision of a lot or parcel on which the development of middle housing is allowed under ORS 197.758 (2) or (3).

(2) A city or county shall approve a tentative plan for a middle housing land division if the application includes:

(a) A proposal for development of middle housing in compliance with the Oregon residential specialty code and land use regulations applicable to the original lot or parcel allowed under ORS 197.758 (5);

(b) Separate utilities for each dwelling unit;

**Water will be brought from the mainline located on Summit. Please see site plan for how utilities will be connected.**

(c) Proposed easements necessary for each dwelling unit on the plan for:

(A) Locating, accessing, replacing and servicing all utilities;

**Please see site plan for how sewer will be connected.**

(B) Pedestrian access from each dwelling unit to a private or public road;

**No easement needed**

(C) Any common use areas or shared building elements;

**No common or share elements**

(D) Any dedicated driveways or parking;

**No easement needed**

(E) Any dedicated common area;

**No easement needed**

(d) Exactly one dwelling unit on each resulting lot or parcel, except for lots, parcels or tracts used as common areas.

(e) Evidence demonstrating how buildings or structures on a resulting lot or parcel will comply with applicable building codes provisions relating to new property lines and, notwithstanding the creation of new lots or parcels, how structures or buildings located on the newly created lots or parcels will comply with the Oregon residential specialty code.

**Please see included site plan demonstrating compliance with structures meet Oregon residential specialty code.**

(3) A city or county may add conditions to the approval of a tentative plan for a middle housing land division to:

- (a) Prohibit the further division of the resulting lots or parcels.
- (b) Require that a notation appear on the final plat indicating that the approval was given under this section.

(4) In reviewing an application for a middle housing land division, a city or county:

- (a) Shall apply the procedures under ORS 197.360 to 197.380.
- (b) May require street frontage improvements where a resulting lot or parcel abuts the street consistent with land use regulations implementing ORS 197.758.

**Please see included site plan, street has full improvements already on site**

(c) May not subject an application to approval criteria except as provided in this section, including that a lot or parcel require driveways, vehicle access, parking or minimum or maximum street frontage.

**Please see included site plan.**

(d) May not subject the application to procedures, ordinances or regulations adopted under ORS 92.044 or 92.046 that are inconsistent with this section or ORS 197.360 to 197.380.

(e) May allow the submission of an application for a middle housing land division at the same time as the submission of an application for building permits for the middle housing.

(f) May require the dedication of right of way if the original parcel did not previously provide a dedication.

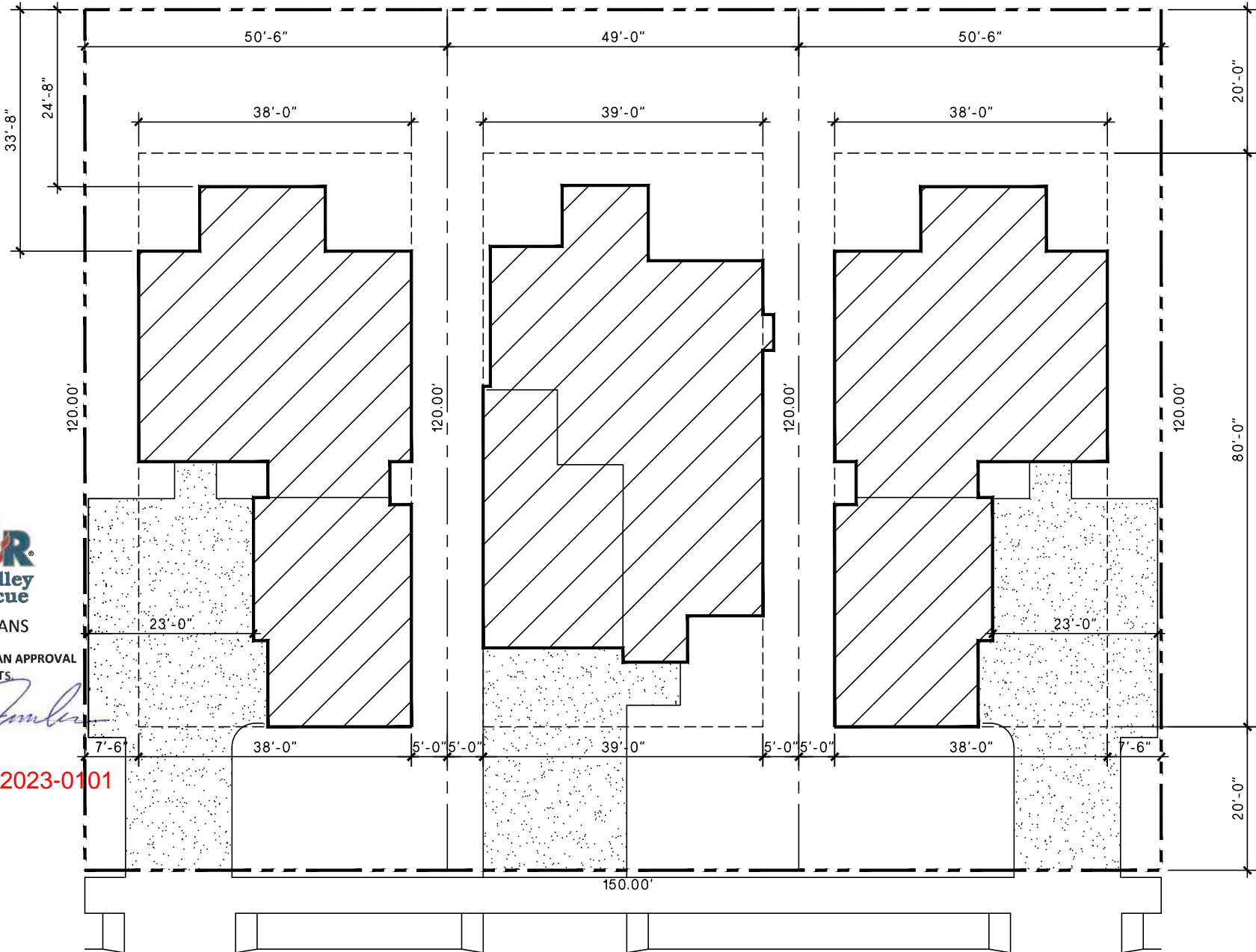
(5) The type of middle housing developed on the original parcel is not altered by a middle housing land division.

(6) Notwithstanding ORS 197.312 (5), a city or county is not required to allow an accessory dwelling unit on a lot or parcel resulting from a middle housing land division.

(7) The tentative approval of a middle housing land division is void if and only if a final subdivision or partition plat is not approved within three years of the tentative approval. Nothing in this section or ORS 197.360 to 197.380 prohibits a city or county from requiring a final plat before issuing building permits.

SECTION 2a. Section 2 of this 2021 Act applies only to a middle housing land division permitted on or after July 1, 2022

TVFR REVIEW



APPROVED PLANS

APPROVAL OF PLANS IS NOT AN APPROVAL OF OMISSIONS OR OVERSIGHTS

*Jason Ann Jambler*  
Deputy Fire Marshal II

TVF&R Permit# 2023-0101

scale : 1" = 20'

Project Address:  
7479 Summit Street



WATTON  
DESIGN  
WORKS, Inc.  
1880  
Willamette Falls Drive  
Suite 200-D  
West Linn, Or.  
97068



PLAN DRAWING

# MINOR LOT PARTITION

## 4979 SUMMIT STREET, WEST LINN, OR



**City of West Linn**

**Legend**

- City Limit
- Parks and Open Space
- City Owned Property

0 0.11 0.23 Miles

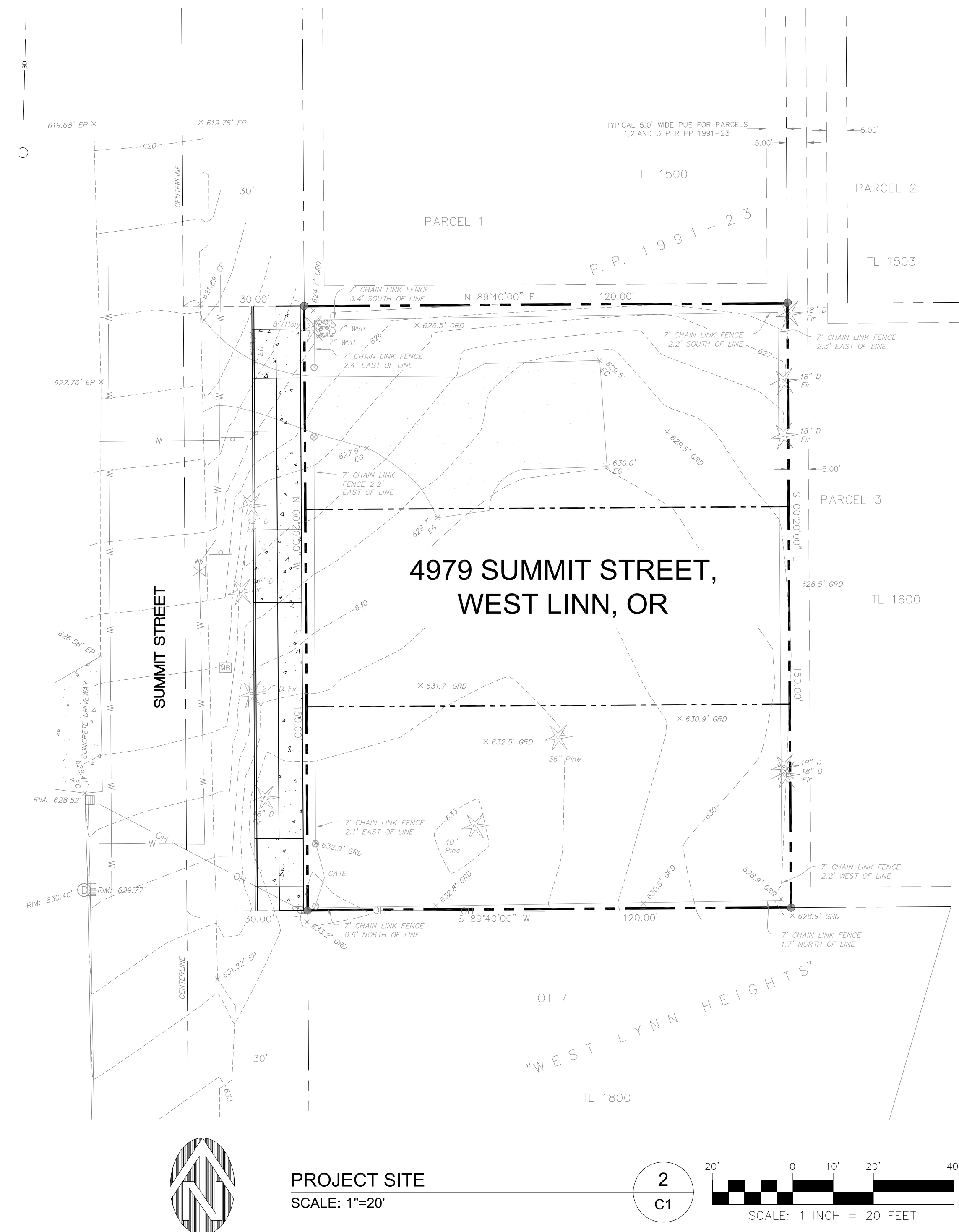
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**Notes**

This map was automatically generated using Geocortex Essentials.

VICINITY MAP  
SCALE: NTS

1  
C1



PROJECT SITE  
SCALE: 1"=20'

2  
C1

**LEGEND**

- FOUND MONUMENT
- ⊙ STORM DRAIN MANHOLE
- AREA DRAIN OR CATCH BASIN
- ⊕ CURB INLET
- ⊕ UTILITY POLE
- ⊕ SIGN POST
- ⊕ GATE POST
- ⊕ WATER VALVE
- OH- OVERHEAD UTILITY LINE
- W- UNDERGROUND WATER LINE
- X- FENCE LINE AS NOTED
- 000.0 GRD X GROUND SHOT - SPOT ELEVATION
- 000.0 EC X EDGE OF CONCRETE - SPOT ELEVATION
- 000.0 TC X TOP OF CURB - SPOT ELEVATION
- 000.0 GUT X GUTTER FLOWLINE - SPOT ELEVATION
- 000.0 EG X EDGE OF GRAVEL - SPOT ELEVATION
- 000.0 EP X EDGE OF PAVEMENT - SPOT ELEVATION
- ⊕ DECIDUOUS TREE
- ⊕ EVERGREEN TREE
- ⊕ DOUGLAS FIR
- ⊕ WALNUT
- ⊕ GRAVEL
- ⊕ CONCRETE
- ⊕ PAVEMENT

**INDEX OF SHEETS**

#	NAME	TITLE
1	C1	COVER SHEET AND VICINITY MAP
2	C2	EXISTING SITE CONDITIONS
3	C3	PRELIMINARY PLAT
4	C4	SITE IMPROVEMENTS
5	C5	SITE UTILITIES
6	C6	FRONTAGE IMPROVEMENTS/GRADING

**SITE INFORMATION**

SITE ADDRESS: 4979 SUMMIT STREET  
 TAX MAPS: T2S R1E SECTION 25DB  
 TAX LOT: 01700  
 GROSS AREA: 0.413 ACRES  
 ZONING: R-2

**APPLICANT:**  
 NORTHWEST ACQUISITION AND DEVELOPMENT  
 JAMES BOYLE  
 1331 TROON DRIVE  
 WEST LINN, OR 97068  
 503-697-4352  
 JAMESBOYLE0@MSN.COM

**ENGINEER:**  
 PIETROK ENGINEERING AND RESOURCES  
 NEIL PIETROK  
 13539 NW SPRINGVILLE ROAD  
 PORTLAND, OR 97229  
 503-793-3469  
 NEIL@PER-ENG.COM

**NOTICE TO EXCAVATORS:**

ATTENTION: OREGON LAW REQUIRES YOU TO FOLLOW RULES ADOPTED BY THE OREGON UTILITY NOTIFICATION CENTER. THOSE RULES ARE SET FORTH IN OAR 952-001-0010 THROUGH OAR 952-001-0090. YOU MAY OBTAIN COPIES OF THE RULES BY CALLING THE CENTER.

(NOTE: THE TELEPHONE NUMBER FOR THE OREGON UTILITY NOTIFICATION CENTER IS 503-232-1987).

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**POTENTIAL UNDERGROUND FACILITY OWNERS**

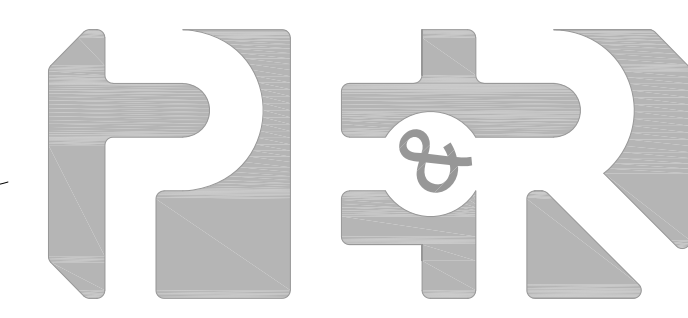
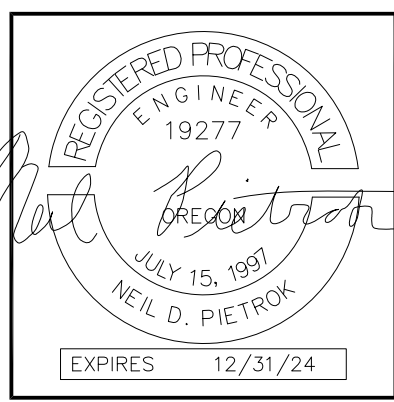
**Dig Safely.**

Call the Oregon One-Call Center  
**DIAL 811 or 1-800-332-2344**

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EMERGENCY TELEPHONE NUMBERS

NW NATURAL GAS	
M-F 7am-6pm	503-226-4211 Ext.4313
AFTER HOURS	503-226-4211
PGE	503-464-7777
CENTURYLINK	1-800-573-1311
CITY BUREAU OF MAINTENANCE	503-823-1700
CITY WATER	503-823-4874
VERIZON	1-800-483-1000



**PIETROK ENGINEERING AND RESOURCES LLC**  
 13539 NW SPRINGVILLE ROAD  
 PORTLAND, OR 97229  
 PH: 503-793-3469

FILE	181-C1
DATE	07/15/2023
DESIGNER	NDP
DRAFTER	NDP
REVIEWER	JB

JAMES BOYLE  
 4979 SUMMIT STREET  
 WEST LINN, OREGON 97068  
 TL ID: 21E25DB01700  
 R386184

SUMMIT STREET WEST LINN, OREGON

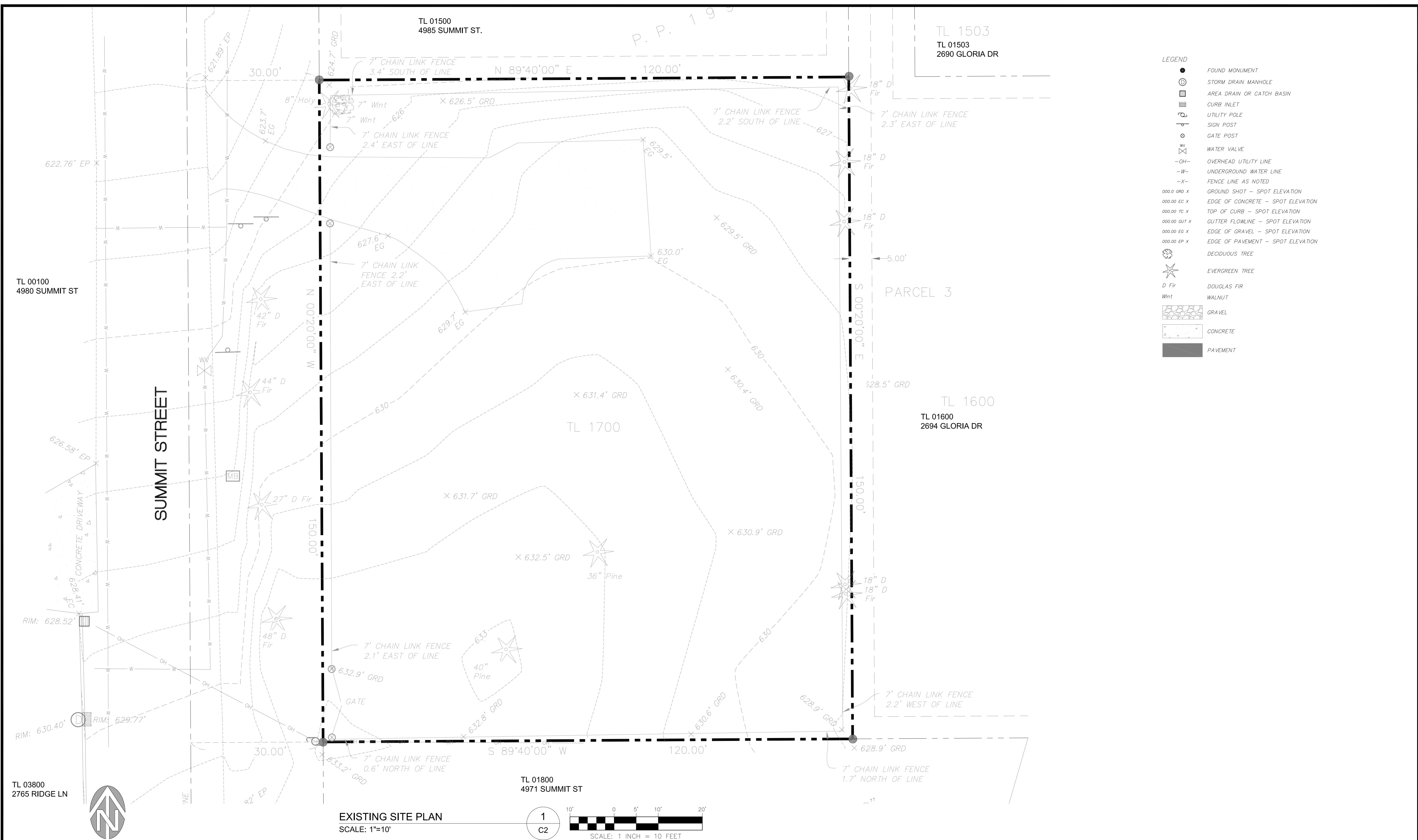
MINOR LOT PARTITION

COVER SHEET AND VICINITY MAP

No.	REVISION	DATE	BY

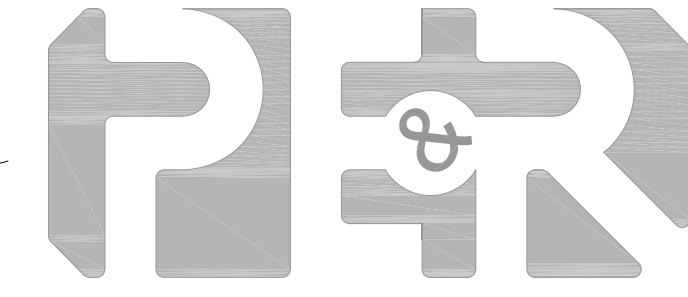
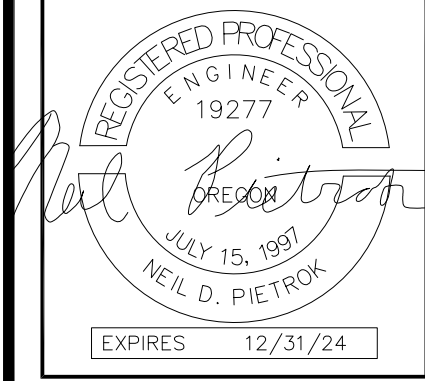
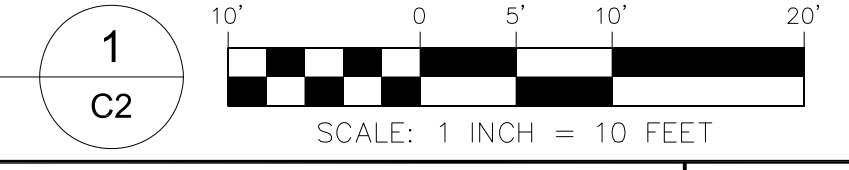
SHEET OF 6 1

DRAWING NUMBER C1



- LEGEND**
- FOUND MONUMENT
  - ⊙ STORM DRAIN MANHOLE
  - ▣ AREA DRAIN OR CATCH BASIN
  - ⊠ CURB INLET
  - ⊕ UTILITY POLE
  - ⊙ SIGN POST
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  - ⊙ DECIDUOUS TREE
  - ★ EVERGREEN TREE
  - D Fir DOUGLAS FIR
  - Wnt WALNUT
  - Gravel GRAVEL
  - Concrete CONCRETE
  - Pavement PAVEMENT

**EXISTING SITE PLAN**  
SCALE: 1"=10'



**PIETROK ENGINEERING AND RESOURCES LLC**  
13539 NW SPRINGVILLE ROAD  
PORTLAND, OR 97229  
PH: 503-793-3469

FILE	181-C2
DATE	07/15/2023
DESIGNER	NDP
DRAFTER	NDP
REVIEWER	JB

**JAMES BOYLE**  
4979 SUMMIT STREET  
WEST LINN, OREGON 97068  
TL ID: 21E25DB01700  
R386184

SUMMIT STREET WEST LINN, OREGON

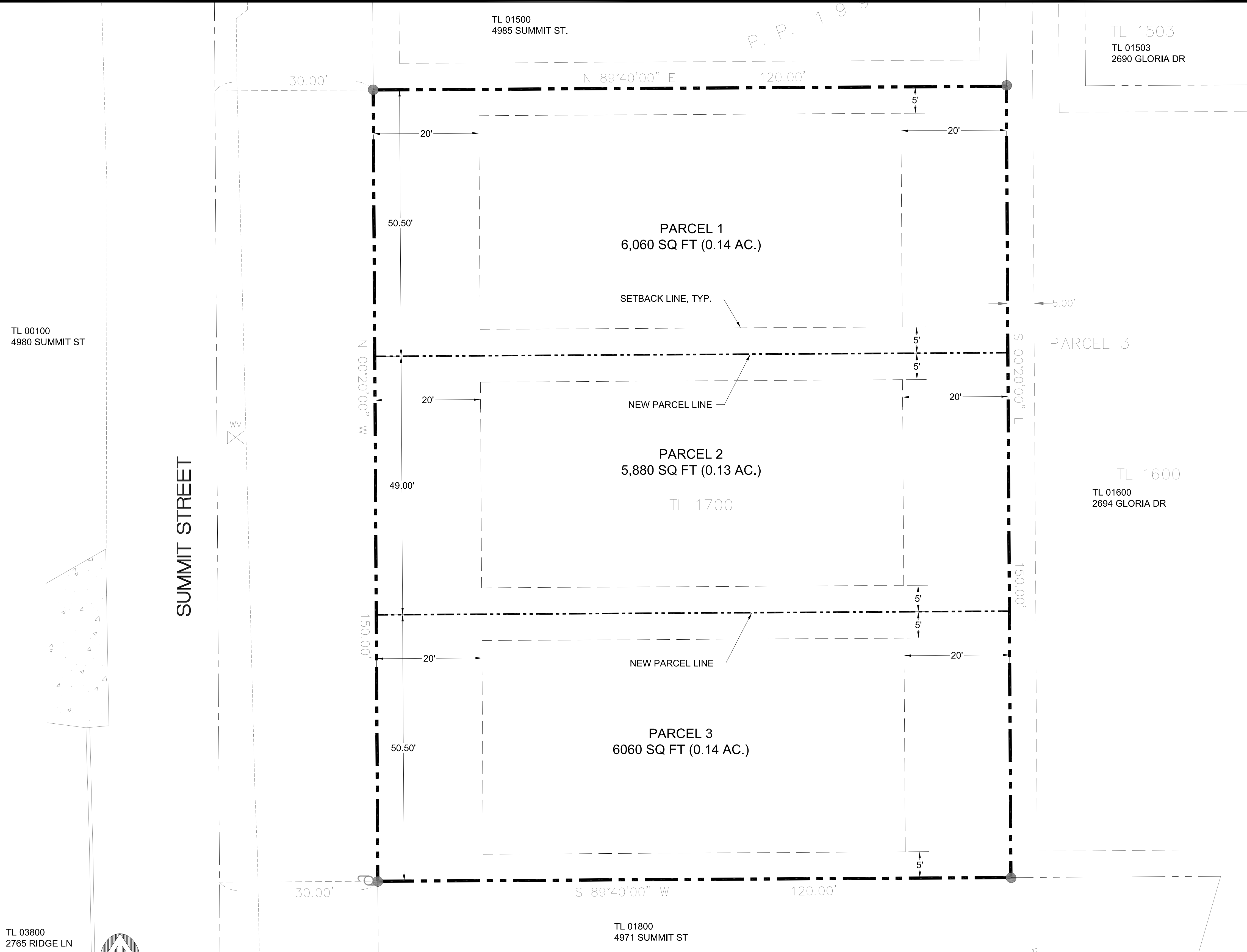
**MINOR LOT PARTITION**

**EXISTING SITE CONDITIONS**

No.	REVISION	DATE	BY

**SHEET**  
OF  
**6**  
DRAWING NUMBER  
**2**

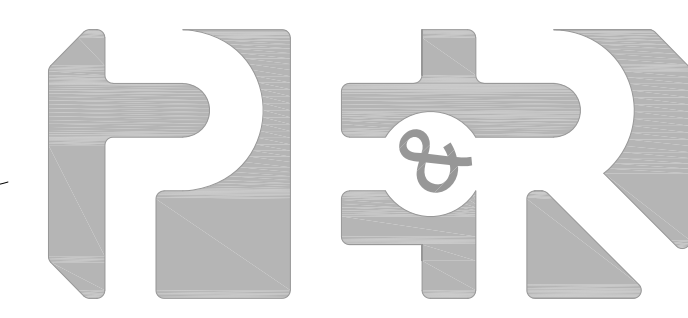
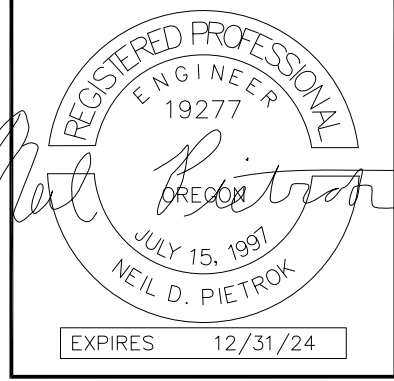
C2



NOTE:  
THIS PRELIMINARY PLAT WAS NOT PREPARED OFR  
APPROVED BY A REGISTERED P.L.S.



PRELIMINARY PLAT  
SCALE: 1"=10'



PIETROK ENGINEERING  
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FILE	181-C3
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SUMMIT STREET WEST LINN, OREGON

**MINOR LOT PARTITION  
PRELIMINARY PLAT**

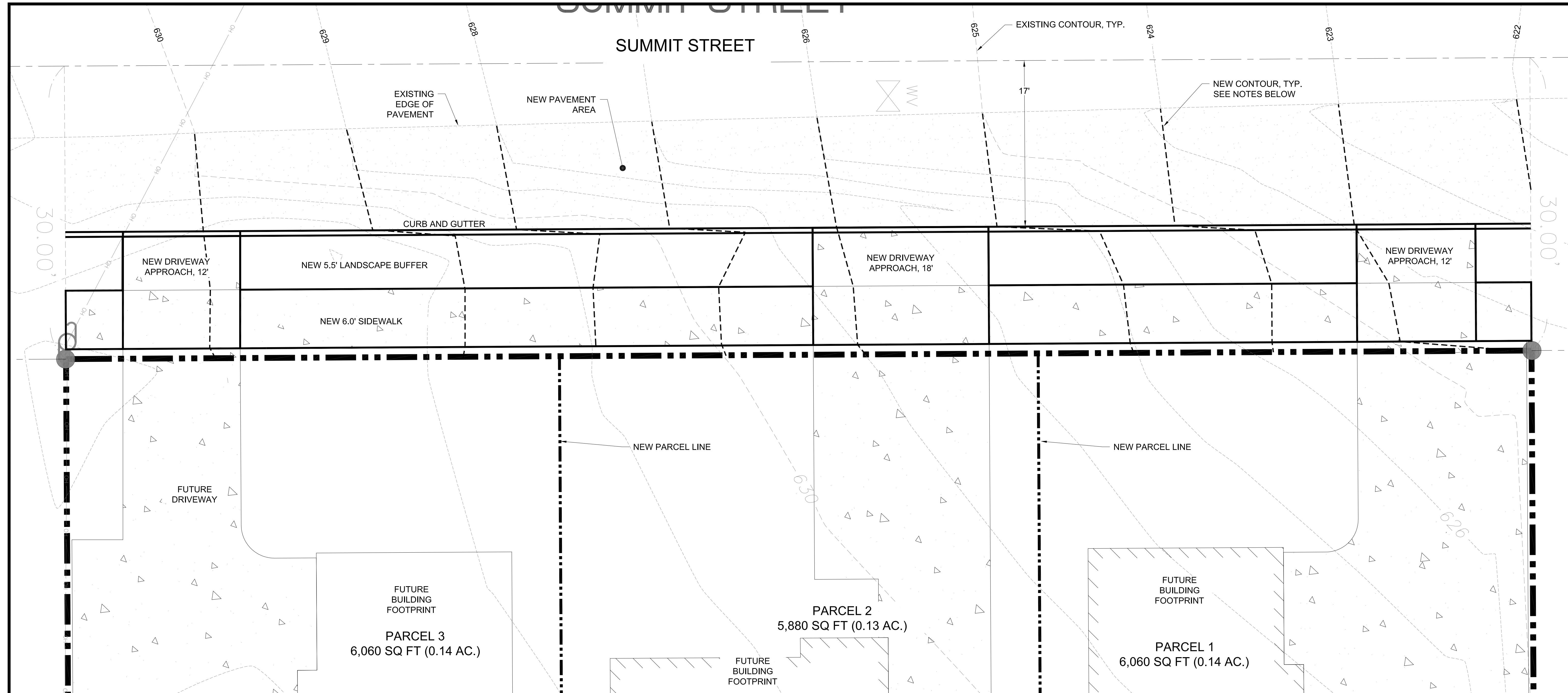
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SHEET  
OF  
**6**  
DRAWING NUMBER  
**3**

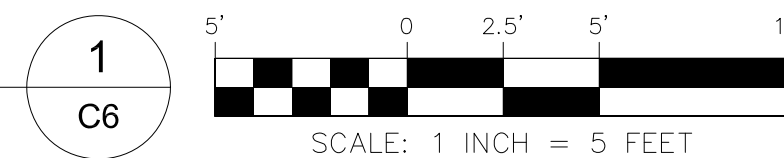
C3





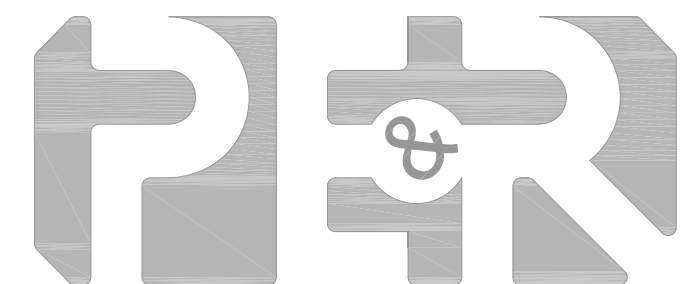
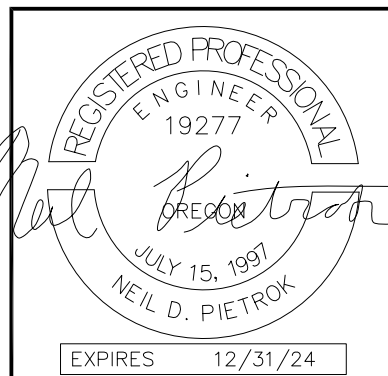


FRONTAGE AND GRADING PLAN  
SCALE: 1"=5'



GRADING NOTES:

1. CROSS SLOPE FROM EXISTING EDGE OF PAVEMENT TO NEW FACE OF CURB AND GUTTER SHALL BE 2%.
2. DRIVEWAY GRADES SHALL MEET CITY OF WEST LINN STANDARDS AND CITY OF WEST LINN STANDARD DETAIL RD-736.
3. SIDEWALK CROSS SLOPE SHALL NOT EXCEED 2%. SIDEWALK CONSTRUCTION SHALL MEET CITY OF WEST LINN STANDARD DETAIL RD-721.
4. CURB AND GUTTER CONSTRUCTION SHALL MEET CITY OF WEST LINN STANDARD DETAIL RD-700.
5. DRIVEWAY GRADING BEHIND SIDEWALK SHALL NOT EXCEED 15% SLOPE.
6. GRADING ON PROPERTY NOT SHOWN FOR CLARITY. GRADING OF DRIVEWAY AND REMAINING LOT SHALL BE COMPLETED AT TIME OF BUILDING PERMIT SUBMITTAL.
7. NOTE THE CUT AT THE PROPERTY LINE IS APPROXIMATELY 2'-3". GRADING, LANDSCAPING AND WALLS WILL BE SUBMITTED WITH THE BUILDING PERMIT.



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SUMMIT STREET

WEST LINN, OREGON

MINOR LOT PARTITION  
FRONTAGE IMPROVEMENTS/GRADING

No.	REVISION	DATE	BY

SHEET  
OF 6  
DRAWING NUMBER  
C6