



CITY OF West Linn

Memorandum

Date: December 20, 2023

To: Chair Carr
West Linn Planning Commission

From: Chris Myers, Associate Planner

Subject: Comment Received for CUP-23-02

One comment was submitted after the publication of the staff report and before the expiration of the written comment period at noon today. The Oregon Department of Transportation (ODOT) which has permitting authority for the adjacent right-of-way, submitted a comment letter (see attached). No public comments were received for this application.



December 19, 2023

ODOT # 13174

ODOT Response

Project Name: Bright Schoolhouse	Applicant: Allison Morton, Bright Schoolhouse
Jurisdiction: City of West Linn	Jurisdiction Case #: CUP-23-02
Site Address: 19066 Willamette Drive	State Highway: Willamette Drive (OR 43)

The site of this proposed land use action is adjacent to Willamette Drive (OR 43). ODOT has permitting authority for this facility and an interest in ensuring that this proposed land use is compatible with its safe and efficient operation.

- ODOT has determined there will be no significant impacts to state highway facilities and no additional state review is required.

PROJECT DESCRIPTION/COMMENTS

ODOT has reviewed the application materials submitted to City of West Linn for a Conditional Use permit application. ODOT understands the applicant proposes to remodel the existing 2,720 square foot structure, previously The School of Oregon Ballet Theatre, to establish a private, micro-school for 30-35 students and 4 staff members. The applicant does not propose any exterior changes or site improvements. The site is approximately 2.17 acres and is accessed via a two-way driveway and a one-way access off Willamette Drive (OR 43).

As part of the materials provided to ODOT for review, ODOT received a Transportation Impact Analysis Letter prepared by ARD Engineering, dated October 4, 2023. ODOT has reviewed the analysis and has determined that no further analysis is required.

Please send a copy of the Staff Report and/or Notice of Decision with conditions of approval to:

ODOT Region 1 Planning
Development Review
123 NW Flanders St
Portland, OR 97209

ODOT_R1_DevRev@odot.oregon.gov

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