
**STAFF REPORT
PLANNING MANAGER DECISION**

DATE: July 10, 2025

FILE NO.: MIP-25-02/VAR-25-01

REQUEST: Approval of a three-parcel minor partition and Class I Variance at 4625 Calaroga Drive.

PLANNER: Chris Myers, Associate Planner

Planning Manager _____

DSW

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GENERAL INFORMATION

OWNER/ APPLICANT:	Jacob and Kathleen Wilson 4625 Calaroga Drive West Linn, OR. 97068
CONSULTANT:	Rick Givens 7669 SW Emery Circle Wilsonville, OR. 97070
SITE LOCATION:	4625 Calaroga Drive
SITE SIZE:	30,795 square feet
LEGAL DESCRIPTION:	Assessor's Map 21E13CC Tax Lot 01000
COMP PLAN DESIGNATION:	Low-Density Residential
ZONING:	R-10, Single-Family Residential Detached (10,000 sq. ft. min. lot size)
APPROVAL CRITERIA:	Community Development Code (CDC) Chapter 11: Single-Family Residential Detached, R-10; Chapter 48: Access, Egress and Circulation; Chapter 75 Variances and Special Waivers; Chapter 85: Land Division, General Provisions; Chapter 92: Required Improvements; Chapter 96 Street Improvement Construction; Chapter 99: Procedures for Decision Making: Quasi-Judicial.
120-DAY RULE:	The application became complete on May 1, 2025. The 120-day period therefore ends on September 4, 2025.
PUBLIC NOTICE:	Notice was mailed to property owners within 500 feet of the subject property and the Robinwood neighborhood association on May 15, 2025. A sign was placed on the property on May 23, 2025. The notice was also posted on the City's website on May 15, 2025. Therefore, public notice requirements of CDC Chapter 99 have been met.

EXECUTIVE SUMMARY

The applicant seeks approval for a three-parcel partition of a 30,795 square foot parcel on Calaroga Drive.

Parcel 1 will comprise 9,506 square feet, Parcel 2 will comprise 10,708 square feet, and Parcel 3 will comprise 10,578 square feet. Proposed Parcel 1 does not meet the R-10 minimum lot size and thus a Class I Variance has been requested as part of this application. Proposed Parcels 2 and 3 meet dimensional standards of the R-10 zone and will take access from Calaroga Drive via a shared access driveway. All surrounding properties are zoned R-10.

The existing Calaroga Drive right-of-way is approximately 50 feet wide and is built with approximately 25 feet of pavement width. No property dedication is required as part of this proposed partition. A fee-in-lieu of street improvements is allowed.

The subject property does not have any Habitat Conservation or Riparian Corridor overlays. Future development of any of the parcels will require tree removal permits and will be reviewed at the time of development.

An existing water main and sanitary sewer line are located in Calaroga Drive. Any new development on Parcels 2 and 3 will be reviewed for compliance with setbacks at time of building permit application.

Public comments:

The City received twelve public comments prior to the closing of the public comment period. The full text of the comments can be found in Exhibit PD-2. Below staff has summarized the comments and provided responses.

Jeffrey Wiser Email 6.4.2025

Expressed concern about increased traffic and speeding from cut through traffic. Further expressed that the character of the neighborhood will be negatively altered by allowing a third parcel.

Staff Response:

The applicant proposes to partition a 30,795 square foot lot into three developable parcels as allowed by the West Linn Community Development Code (CDC) (See staff findings 1, 2, and 23-55)

The speed of traffic is not a part of the approval criteria set forth in the CDC. The standard for a Traffic Impact Analysis (TIA) is for an increase of 250 vehicle trips per day. The Institute of Transportation Engineers (ITE) Trip Generation Manual states that the increase in vehicle trips for a single-family home is 9.7 trips per day. Increasing the number of homes on the subject

property by two will increase traffic approximately 20 vehicle trips per day. Well below the required 200 trips per day.

Dr. Rick Brinkman & Lisa Brinkman Email 6.4.2025

Expressed concern that a three-lot partition is out of character with the surrounding area which poses concerns for neighborhood cohesion, the local environment which includes numerous animal species.

Further expressed concern that a three-home configuration will crowd the land and leave limited green space. Specifically concerned about the potential for trees to be cut as part of the development.

Staff Response:

The applicant proposes to partition a 30,795 square foot lot into three developable parcels as allowed by the West Linn Community Development Code (CDC) (See staff findings 1, 2, and 23-55).

Esther Dunn-Fellows & Christopher Fellows Email 6.4.2025

Expressed concern that a three-parcel partition may be developed into something other than three single-family homes. Further concern was expressed regarding the impact to neighboring properties.

Staff Response:

The applicant proposes to partition a 30,795 square foot lot into three developable parcels as allowed by the West Linn Community Development Code (CDC) (See staff findings 1, 2, and 23-55).

Marcelline Ciuffreda, O.D. Email 6.3.2025

Expressed concern that allowing a three-lot partition will negatively impact the large-lots, forest-like feel, and safe/walkable streets that the Robinwood neighborhood is known for. Further concerns for the precedence this will set for future buyers and developers in the neighborhood.

Staff Response:

The applicant proposes to partition a 30,795 square foot lot into three developable parcels as allowed by the West Linn Community Development Code (CDC) (See staff findings 1, 2, and 23-55).

Concern was also expressed for the increase in traffic due to an increase of two houses, which will bring approximately 20 more vehicle trips per day. This will create a dangerous environment for the residents specifically the 15 children that live on Calaroga Drive. Furthermore, a nearby development is already going to increase traffic in the area.

Staff Response:

The speed of traffic is not a part of the approval criteria set forth in the CDC. The standard for a Traffic Impact Analysis (TIA) is for an increase of 250 vehicle trips per day. The Institute of Transportation Engineers (ITE) Trip Generation Manual states that the increase in vehicle trips for a single-family home is 9.7 trips per day. Increasing the number of homes on the subject property by two will increase traffic approximately 20 vehicle trips per day. Well below the required 200 trips per day.

The proposed partition cannot be held accountable for the increase in traffic generated by a nearby project.

Tillie Hoffberg Email 6.3.2025

Expressed concern that allowing a fee-in-lieu of sidewalk construction will be detrimental to the neighborhood. No exceptions should be made for the proposed partition. The neighbors have worked really hard to improve safety around CedarOak School and it feels wrong to not require sidewalks.

Staff Response:

Community Development Code (CDC) Chapter 96 Street Improvements specifically addresses the criteria for approval of a fee-in-lieu of street improvement construction. An application must meet one of the approval criteria in order to have the fee-in-lieu as an option. See [CDC 96.020](#).

David Todd Email 6.2.2025

Expressed concern that the proposed partition is not in the best long-term interest of the neighborhood. The proposal will fundamentally change the neighborhood and the character of the neighborhood. Further concern expressed regarding the precedent this will set for future development.

Staff Response:

The applicant proposes to partition a 30,795 square foot lot into three developable parcels as allowed by the West Linn Community Development Code (CDC) (See staff findings 1, 2, and 23-55).

The proposed partition cannot be held accountable for the increase in traffic generated by a nearby project.

Jon & Karen Bruce-Chenier Email 6.2.2025

Expressed concern that constructing three 2-story, 3000 square foot homes is not compatible with the majority of surrounding properties. Three houses combined with allowing the homes to be built at an angle to the street will feel overcrowded and set a bad precedent for future development. The potential development is insensitive to the surrounding neighborhood and immediate neighborhood and will alter the experience of living spaces.

Staff Response:

The applicant proposes to partition a 30,795 square foot lot into three developable parcels as allowed by the West Linn Community Development Code (CDC) (See staff findings 1, 2, and 23-55). The CDC has dimensional criteria that will allow for the construction of homes. As long as the development meets the dimensional requirements, the homes can be built.

Further concern was expressed regarding the increase in non-permeable surfaces and control of stormwater.

Staff Response:

Stormwater management will be reviewed by the West Linn Engineering Department at the time of development. Any structure that is more than 1000 square feet in size will be required to manage stormwater on-site.

Joyce Minus Email 6.2.2025

Expressed concern regarding the potential future development on the subject property is too large for the property and that the potential future development is incompatible with the character of the neighborhood and will impinge on the privacy of neighboring properties.

Staff Response:

The applicant proposes to partition a 30,795 square foot lot into three developable parcels as allowed by the West Linn Community Development Code (CDC) (See staff findings 1, 2, and 23-55). The CDC has dimensional criteria that will allow for the construction of homes. As long as the development meets the dimensional requirements, the homes can be built.

Group Comment signed by 21 individuals Email 6.2.2025

Expressed concern that constructing three 2-story, 3000 square foot homes is not compatible with the majority of surrounding properties. Three houses combined with allowing the homes to be built at an angle to the street will feel overcrowded and set a bad precedent for future development. The potential development is insensitive to the surrounding neighborhood and immediate neighborhood and will alter the experience of living spaces. The site development is incompatible with the surrounding neighborhood. Will lack privacy that existing development has within the neighborhood. And will alter the experience of living in the neighborhood.

Staff Response:

The applicant proposes to partition a 30,795 square foot lot into three developable parcels as allowed by the West Linn Community Development Code (CDC) (See staff findings 1, 2, and 23-55). The CDC has dimensional criteria that will allow for the construction of homes. As long as the development meets the dimensional requirements, the homes can be built.

Further concern was expressed regarding the increase in non-permeable surfaces and control of stormwater.

Staff Response:

Stormwater management will be reviewed by the West Linn Engineering Department at the time of development. Any structure that is more than 1000 square feet in size will be required to manage stormwater on-site.

Traffic safety concerns were also expressed. With an increase in density of two more homes (for a total of three) the impact will be an increase in traffic and a decrease in safety. Especially without sidewalks, poor visibility, and inadequate speed controls.

Staff Response:

The speed of traffic is not a part of the approval criteria set forth in the CDC. The standard for a Traffic Impact Analysis (TIA) is for an increase of 250 vehicle trips per day. The Institute of Transportation Engineers (ITE) Trip Generation Manual states that the increase in vehicle trips for a single-family home is 9.7 trips per day. Increasing the number of homes on the subject property by two will increase traffic approximately 20 vehicle trips per day. Well below the required 200 trips per day.

The proposed partition cannot be held accountable for the increase in traffic generated by a nearby project.

Lastly, the neighborhood is known for lush trees. With increased density of this property there will need to be a reduction in the number of trees and thus the property will not feel compatible with the neighborhood.

Staff Response:

Removal of trees on the subject property will be reviewed at the time of development.

Jane Sercombe Email 6.1.2025

Expressed concern that all the trees will need to be removed in order to develop this property. Further concern expressed that traffic will increase which will decrease safety as the neighborhood lacks adequate sidewalks especially for children walking back and forth to school. Lastly, concern was expressed that the potential future development will be two-story houses and the neighborhood is a one-story community.

Staff Response:

The speed of traffic is not a part of the approval criteria set forth in the CDC. The standard for a Traffic Impact Analysis (TIA) is for an increase of 250 vehicle trips per day. The Institute of Transportation Engineers (ITE) Trip Generation Manual states that the increase in vehicle trips for a single-family home is 9.7 trips per day. Increasing the number of homes on the subject property by two will increase traffic approximately 20 vehicle trips per day. Well below the required 200 trips per day.

The proposed partition cannot be held accountable for the increase in traffic generated by a nearby project.

The applicant proposes to partition a 30,795 square foot lot into three developable parcels as allowed by the West Linn Community Development Code (CDC) (See staff findings 1, 2, and 23-55). The CDC has dimensional criteria that will allow for the construction of homes. As long as the development meets the dimensional requirements, the homes can be built. Any property within the R-10 zone can build a single-family home up to 35 feet in height. The subject property is in the R-10 zone and can therefore build a two-story home.

Birdie Elliot Email 5.26.2025

Expressed concern that a nearby project was not noticed to the neighborhood and that the construction starts too early in the morning and has brought numerous trucks and pounding early in the morning.

Staff Response:

The project on Calaroga Circle is not a part of the approval criteria for a three-parcel partition. The applicant proposes to partition a 30,795 square foot lot into three developable parcels as allowed by the West Linn Community Development Code (CDC) (See staff findings 1, 2, and 23-55). The CDC has dimensional criteria that will allow for the construction of homes as long as the development meets the dimensional requirements, the homes can be built.

Barbara Bogdan Email 5.18.2025

Expressed a desire for City Staff to make sure there is enough off-street parking for emergency vehicles to be able to navigate the neighborhood.

Staff Response:

Tualatin Valley Fire & Rescue has reviewed and approved the proposed Minor Partition in it's current configuration.

DECISION

The Planning Manager (designee) approves this application (MIP-24-01), 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 final plat shall conform to the Tentative Plan dated July 2024 (Exhibit PD-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 final plat approval. Public Works may coordinate with the applicant to complete additional, voluntary, off-site improvements.
3. **Reciprocal Access Easement.** Prior to final plat approval, the applicant shall record a reciprocal access easement and a mutual maintenance agreement for the shared use of the driveway located in the access and utility easement. The easement recording number shall be provided on the face of the final plat.
4. **New Public Utility Easement.** The applicant shall provide a 20-foot private utility easement along the shared access drive and show it on the final plat.
5. **Street Improvements.** Prior to final plat approval, the applicant shall construct half-street improvements or pay a fee-in-lieu for the 180 linear feet of frontage. The fee-in-lieu is calculated at \$405 per linear foot. Which is $405 \times 180 = \$72,900$ for the cost of the fee-in-lieu.
6. **Stormwater Easement.** Prior to final plat approval, the applicant shall record 15-foot private stormwater easement on Parcels 2 and 3.

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

Chris Myers
Chris Myers, Associate Planner

July 10, 2025
Date

Appeals to this decision must be filed with the West Linn Planning Department within 14 days of mailing date. Cost is \$400. An appeal to City Council of a decision by the Planning Director shall be heard on the record. The appeal must be filed by an individual who has established standing by submitting comments prior to the decision date. Approval will lapse 3 years from effective approval date if the final plat is not recorded.

Mailed this 10th day of July 2025.

Therefore, the 14-day appeal period ends at 5 p.m., on July 24, 2025.

ADDENDUM

APPROVAL CRITERIA AND FINDINGS

MIP-25-02

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

CHAPTER 11 RESIDENTIAL, R-10

11.030 PERMITTED USES

(...)

Staff Finding 1: The applicant proposes a partition to create two new parcels along with the existing parcel. Parcel 1 is proposed to be 9,506 square feet, Parcel 2 is proposed to be 10,708 square feet, and Parcel 3 is proposed to be 10,578. The subject property has an existing home that will be removed to allow for future development of three single family homes. The criteria are met.

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

1. The minimum lot size shall be 10,000 square feet for a single-family detached unit:

Staff Finding 2: The applicant proposes a partition to create two new parcels along with the existing parcel. Parcel 1 is proposed to be 9,506 square feet, Parcel 2 is proposed to be 10,708 square feet, and Parcel 3 is proposed to be 10,578. The subject property has an existing home that will be removed to allow for future development of three single family homes. The criteria are met.

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

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

Staff Finding 3: The applicant proposes Parcel 1 to have a front lot line width of approximately 111 feet, Parcel 2 has a front lot line width of 35 feet, and Parcel 3 has a front lot line width of 35 feet. The average minimum lot width is approximately 60 feet. The criteria are met.

4. Repealed by Ord. 1622

(...)

7. The maximum lot coverage shall be 35 percent.

Staff Finding 4: The existing structure is proposed to be removed. Dimensional requirements of future development of the subject property will be confirmed at time of building permits. The criteria are met.

8. The minimum width of an accessway to a lot which does not abut a street or a flag lot shall be 15 feet.

Staff Finding 5: Proposed Parcel 1 will take direct access to Calaroga Drive. Parcels 2 and 3 will utilize a shared access drive with a 20-foot-wide shared accessway. The criteria are met.

9. The floor area ratio shall be 0.45...non-conforming structures permit under Chapter 66 CDC. (...)

10. The sidewall provisions of Chapter 43 CDC shall apply.

Staff Finding 6: The existing structure is proposed to be removed. Dimensional requirements of future development ON the subject property will be confirmed at time of building permits. The criteria are met.

CHAPTER 48 ACCESS, EGRESS, AND CIRCULATION

48.025 ACCESS CONTROL

B. Access Control Standards

1. Traffic impact analysis requirements. The City or other agency with access jurisdiction may require a traffic study prepared by a qualified professional to determine access, circulation and other transportation requirements. (See also CDC [55.125](#), Traffic Impact Analysis.)

Staff Finding 6: No traffic impact analysis (TIA) is required as none of the criteria of 85.170(B) (2) are met. An Average Daily Trip count (ADT) increase of 250 is required before a TIA is needed. The potential addition of 2 additional/new homes generates an ADT increase of 19.14 trips per day according to the Institute of Traffic Engineers (ITE) trip generation manual. The criteria is met.

2. In order to comply with the access standards in this chapter, the City or other agency with access permit jurisdiction may require the closing or consolidation of existing curb cuts or other

vehicle access points, recording of reciprocal access easements (i.e., for shared driveways), development of a frontage street, installation of traffic control devices, and/or other mitigation as a condition of granting an access permit. Access to and from off-street parking areas shall not permit backing onto a public street.

Staff Finding 7: The proposal does not require backing onto a public street. Proposed Parcel 1 will take direct access via a private driveway to Calaroga Drive. Proposed Parcels 2 and 3 will share access via a shared access drive. A reciprocal access easement and maintenance agreement will be recorded per Condition of Approval 3. Subject to the Conditions of Approval, the criteria are met.

3. Access options. When vehicle access is required for development (i.e., for off-street parking, delivery, service, drive-through facilities, etc.), access shall be provided from a public street adjacent to the development lot or parcel. Street accesses shall comply with access spacing standards in subsection (B)(6) of this section, the West Linn Public Works Design Standards, and TSP. As an alternative, the applicant may request alternative access provisions listed below as Option 1 and Option 2, subject to approval by the City Engineer through a discretionary process.

a) Option 1. Access is from an existing or proposed alley or mid-block lane. If a property has access to an alley or lane, direct access to a public street is not permitted. For the purpose of this subsection, a mid-block lane is a narrow private drive providing lot frontage and access for rear lot development.

b) Option 2. Access is from a private street or driveway connected to an adjoining property that has direct access to a public street (i.e., “shared driveway”). A public access easement covering the driveway shall be recorded in this case to ensure access to the closest public street for all users of the private street/drive.

Staff Finding 8: Proposed Parcel 1 will take direct access from Calaroga Drive. Proposed Parcels 2 and 3 will take access via a shared access drive. A reciprocal access easement and maintenance agreement will be recorded per Condition of Approval 3. Subject to the Conditions of Approval, the criteria are met.

4. *Subdivisions fronting onto an arterial street.*

(...)

5. *Double frontage lots.*

Staff Finding 9: The applicant does not propose a subdivision. No double frontage lots are proposed. The criteria are met.

6. *Access Spacing.*

a. *The access spacing standards found in Tables 14 and 15 of the TSP and in CDC 48.060 shall be applicable to all newly established public street intersections, non-traversable medians, and*

curb cuts. Deviation from the access spacing standards may be granted by the City Engineer as part of a discretionary review if the applicant demonstrates that the deviation will not compromise the safe and efficient operation of the street and highway system.

b. Private drives and other access ways are subject to the requirements of CDC 48.060.

Staff Finding 10: The applicant proposal does not include any new public street intersections. The proposal is for one private drive access to Calaroga Drive from Parcel 1 and a shared access drive for Parcels 2 and 3. See Staff Findings 18 to 20 for compliance with CDC 48.060. The criteria are met.

7. Number of access points. For single-family (detached and attached) housing types, one street access point is permitted per lot or parcel when alley access cannot otherwise be provided; except that two access points may be permitted corner lots (i.e., no more than one access per street), subject to the access spacing standards in CDC 48.060. The number of street access points for multiple family development is subject to the access spacing standards in CDC 48.060. The number of street access points for commercial, industrial, and public/institutional developments shall be minimized to protect the function, safety and operation of the street(s) and sidewalk(s) for all users. Shared access may be required, in conformance with subsection (C)(8) of this section, in order to maintain the required access spacing, and minimize the number of access points.

Staff Finding 11: The applicant proposes one access to Calaroga Drive, a public street, for proposed Parcel 1. Parcels 2 and 3 will take access via a shared access drive. The criteria are met.

8. Shared driveways. For residential development, shared driveways may be required in order to meet the access spacing standards in subsection (C)(6) of this section. For non-residential development, the number of driveway and private street intersections with public streets shall be minimized by the use of shared driveways with adjoining lots where feasible. The City shall require shared driveways as a condition of land division or site design review, as applicable, for traffic safety and access management purposes in accordance with the following standards:

a. When necessary pursuant to this subsection (C)(8), shared driveways and/or frontage streets shall be required to consolidate access onto a collector or arterial street. When shared driveways or frontage streets are required, they shall be stubbed to adjacent developable parcels to indicate future extension. "Stub" means that a driveway or street temporarily ends at the property line but may be extended in the future as the adjacent lot or parcel develops. "Developable" means that a lot or parcel is either vacant or it is likely to receive additional development (i.e., due to infill or redevelopment potential).

b. Access easements (i.e., for the benefit of affected properties) shall be recorded for all shared driveways, including pathways, at the time of final plat approval or as a condition of site development approval.

c. Exception. Exceptions to the shared driveway or frontage street requirements may be granted as part of a discretionary review if the City determines that existing development patterns or physical constraints (e.g., topography, lot or parcel configuration, and similar conditions) prevent extending the street/driveway in the future.

Staff Finding 12: Proposed Parcel 1 will take direct access from Calaroga Drive. Proposed Parcels 2 and 3 will take access via a shared access drive. A reciprocal access easement and maintenance agreement will be recorded per Condition of Approval 3. Subject to the Conditions of Approval, the criteria are met.

C. Street connectivity and formation of blocks required. In order to promote efficient vehicular and pedestrian circulation throughout the City, land divisions and site developments shall produce complete blocks bounded by a connecting network of public and/or private streets, in accordance with the following standards:

1. Block length and perimeter. The maximum block length shall not exceed 800 feet along a collector, neighborhood route, or local street, or 1,800 feet along an arterial, unless a smaller block length is required pursuant to CDC 85.200(B)(2).

2. Street standards. Public and private streets shall also conform to Chapter 92 CDC, Required Improvements, and to any other applicable sections of the West Linn Community Development Code and approved TSP.

3. Exception. Exceptions to the above standards may be granted as part of a discretionary review when blocks are divided by one or more pathway(s), in conformance with the provisions of CDC 85.200(C), Pedestrian and bicycle trails, or cases where extreme topographic (e.g., slope, creek, wetlands, etc.) conditions or compelling functional limitations preclude implementation, not just inconveniences or design challenges.

Staff Finding 13: The proposed land division includes no new public or private streets. Adjacent properties are fully developed and provide a functional limitation to implementation of block length standards as no new block can be formed. The criteria are met.

48.030 MINIMUM VEHICULAR REQUIREMENTS FOR RESIDENTIAL USES

A. Direct individual access from single-family dwellings and duplex lots to an arterial street, as designated in the TSP, is prohibited for lots or parcels created after the effective date of this code where an alternate access is either available or is proposed as part of a submitted development application. Evidence of alternate or future access may include temporary cul-de-sacs, dedications or stubouts on adjacent lots or parcels, or tentative street layout plans submitted by an adjacent property owner/developer or by the owner/developer, or previous owner/developer, of the property in question. (...)

Staff Finding 14: Proposed Parcel 1 will take direct access from Calaroga Drive, a public street with a functional classification of "Local" in the West Linn Transportation System Plan. Proposed Parcels 2 and 3 will take access via a shared access drive. A reciprocal access

easement and maintenance agreement will be recorded per Condition of Approval 3. Adjacent parcels are fully developed and prevent extension of the shared access or the development of a new street. Subject to the Conditions of Approval, the criteria are met.

B. Driveway standards. When any portion of any house is less than 150 feet from the adjacent right-of-way, driveway access to the home shall meet the following standards:

1. One single-family residence, including residences with an accessory dwelling unit as defined in CDC 02.030, shall provide a driveway with 10 feet of unobstructed horizontal clearance. Dual-track or other driveway designs that minimize the total area of impervious driveway surface are encouraged but not required.

2. Two to four single-family residential homes shall provide a driveway with 14- to 20-foot-wide paved or all-weather surface.

3. Maximum driveway grade shall be 15 percent. The 15 percent shall be measured along the centerline of the driveway only. Variations require approval of a Class II variance by the Planning Commission pursuant to Chapter 75 CDC. However, in no case shall the last 18 feet in front of the garage exceed 12 percent grade as measured along the centerline of the driveway only. Grades elsewhere along the driveway shall not apply.

4. The driveway shall include a minimum of 20 feet in length between the garage door and the back of sidewalk, or, if no sidewalk is proposed, to the paved portion of the right-of-way.

Staff Finding 15: Proposed Parcel 1 will take direct access from Calaroga Drive, a public street with a functional classification of “Local” in the West Linn Transportation System Plan. Proposed Parcels 2 and 3 will take access via a shared access drive which will be 20 feet wide and have a vertical clearance of 13.5 feet or more. The driveway gradient will be confirmed at the time of development. The distance of the driveway between the garage door and the back of the sidewalk, for Parcel 1, will be confirmed at the time of development. The criteria are met.

C. When any portion of one or more homes is more than 150 feet from the adjacent right-of-way, the provisions of subsection B of this section shall apply in addition to the following provisions.

1. A turnaround shall be provided if required by Tualatin Valley Fire and Rescue (TVF&R) in order to receive a service provider permit.

2. Minimum vertical clearance for the driveway shall be 13 feet, six inches.

3. A minimum centerline turning radius of 45 feet is required unless waived by TVF&R.

4. There shall be sufficient horizontal clearance on either side of the driveway so that the total horizontal clearance is 20 feet.

Staff Finding 16: The applicant proposal does not contain any structures or trees that impede the 13 foot 6 inch vertical clearance. The proposal is for a 20-foot-wide shared access drive located in the flag lot stem. TVF&R did not require a hammerhead turnaround as part of the TVF&R Provider Permit (see PD-1). The criteria are met.

D. Access to five or more single-family homes shall be by a street built to City of West Linn standards, consistent with the TSP (Tables 26 through 30 and Exhibits 6 through 9) and the Public Works Design Standards. All streets shall be public. This full street provision may only be waived by variance.

E. Access and/or service drives for multifamily dwellings shall be fully improved with hard surface pavement:

1. With a minimum of 24-foot width when accommodating two-way traffic; or
2. With a minimum of 15-foot width when accommodating one-way traffic. Horizontal clearance shall be two and one-half feet wide on either side of the driveway.
3. Minimum vertical clearance of 13 feet, six inches.
4. Turnaround facilities as required by TVF&R standards for emergency vehicles when the drive is over 150 feet long. Fire Department turnaround areas shall not exceed seven percent grade unless waived by TVF&R.
5. The grade shall not exceed 10 percent on average, with a maximum of 15 percent.
6. A minimum centerline turning radius of 45 feet for the curve.

F. Where on-site maneuvering and/or access drives are necessary to accommodate required parking, in no case shall said maneuvering and/or access drives be less than that required in Chapters 46 and 48 CDC.

G. In order to facilitate through traffic and improve neighborhood connections, the developer shall make all local street connections identified in the Transportation System Plan, Table 17 and Figure 12, that are within the boundaries of the project, which may necessitate construction of a public street through a multifamily site.

H. Gated accessways to residential development other than a single-family home are prohibited.

Staff Finding 17: The applicant proposal is for a minor partition creating two new parcels. No multifamily dwellings are proposed. No streets are proposed. A turnaround on the access drive is not proposed and not required. TVF&R have approved the site plan through a provider permit (see PD-1). A gated accessway is not a part of the proposal. The criteria are met.

48.060 WIDTH AND LOCATION OF CURB CUTS AND ACCESS SEPARATION REQUIREMENTS

A. Minimum curb cut width shall be 16 feet.

B. Maximum curb cut width shall be 36 feet...

(...)

C. No curb cuts shall be allowed any closer to an intersecting street right-of-way line than the following:

(...)

5. On a collector when intersected by another collector or local street, 35 feet.

(...)

D. There shall be a minimum distance between any two adjacent curb cuts on the same side of a public street, except for one-way entrances and exits, as follows:

(...)

3. Between any two curb cuts on the same lot or parcel on a local street, 30 feet.

(...)

Staff Finding 18: Access to Parcel 1 on the subject property will be a private direct access driveway. Access to Parcels 2 and 3 will be a 20-foot-wide shared access drive that connects to Calaroga Drive. Curb cut widths and distances between curb cuts will be confirmed at the time of development. The criteria are met.

E. A rolled curb may be installed in lieu of curb cuts and access separation requirements.

F. For non-residential development, curb cuts shall be kept to the minimum, particularly on Highway 43. Consolidation of driveways is preferred. The standard on Highway 43 is one curb cut per business if consolidation of driveways is not possible.

Staff Finding 19: The applicant does not propose any rolled curbs. All curb cuts will be confirmed at the time of development. The criteria are met.

G. Clear vision areas shall be maintained, pursuant to Chapter [42](#) CDC, and required line of sight shall be provided at each driveway or accessway, pursuant to the West Linn Public Works Design Standards.

Staff Finding 20: The applicant proposes one direct access driveway for Parcel 1 and one shared accessway drive for Parcels 2 and 3. Vision clearance will be confirmed by planning staff during the building permit process. The criteria are met.

CHAPTER 75 VARIANCES AND SPECIAL WAIVERS

75.020 CLASSIFICATION OF VARIANCES

A. Class I Variance. Class I variances provide minor relief from certain code provisions where it can be demonstrated that the modification will not harm adjacent properties, and it conforms with any other code requirements. Class I variances are allowed for the following code provisions:

1. Required Yard and Minimum Lot Dimensional Requirements. Required yards may be modified up to 20 percent, lot dimensions by up to 10 percent and lot area by up to five percent if the decision-making authority finds that the resulting approval:

- a. Provides for a more efficient use of the site;*
- b. Preserves and incorporates natural features into the overall design of the project;*
- c. Does not adversely affect adjoining properties in terms of light, air circulation, noise levels, privacy, and fire hazards; and*
- d. Provides for safe vehicular and pedestrian access to the site and safe on-site vehicular and pedestrian circulation.*

...

Staff Finding 21: The applicant has requested a Class I Variance to reduce the size of Parcel 1 to be less than the required minimum size of 10,000 square feet. A Class I variance allows for a 5 percent reduction of the lot size or 500 square foot reduction down to 9,500 square feet in the R-10 zone. With a variance Parcel 1 will be 9,506 square feet.

The applicant is not proposing any changes to the off-street parking nor the vehicular or pedestrian access to the subject property. The Class I Variance does not pose any adverse effects on adjoining property regarding light, air circulation, noise levels, privacy, and fire hazards. The criteria are met.

CHAPTER 85, GENERAL PROVISIONS

85.080 SUBSTANTIAL DEVIATION FROM APPROVED PLAN PROHIBITED

A. Approval of the tentative plan shall require that the final plat be in substantial conformance. Only such changes in the plat or map as are necessary for compliance with the terms of its approval, changes appropriate to meet accepted engineering practices due to grades or site conditions, or changes to satisfy legislative requirements are appropriate; however

B. Approval of the tentative plan for the proposed subdivision or the partition shall not constitute final acceptance of the plat of the proposed subdivision or partition for recording.

Staff Finding 22: The City will ensure the final plat substantially conforms to the approved tentative plan by satisfaction of Condition of Approval 1. The criteria are met.

85.200 APPROVAL CRITERIA

No tentative subdivision or partition plan shall be approved unless adequate public facilities will be available to provide service to the partition or subdivision area prior to final plat approval and the Planning Commission or Planning Director, as applicable, finds that the following standards have been satisfied, or can be satisfied by conditions of approval:

A. Streets.

1. Purpose and guiding principles. The purpose of these standards is to promote safe, efficient, and convenient options for walking, bicycling, and driving while accommodating access to individual properties, as needed, and access to transit. The following principles shall guide land division applications:

(...)

Staff Finding 23: The proposal does not include any internal streets. The applicant proposes a minor partition creating two new parcels. All parcels will be adjacent to Calaroga Drive and half-street improvements are not required. No additional right-of-way will need to be dedicated. The criteria are met.

2. *In situations where the level-of-service or volume-to-capacity performance standard for an affected City or State roadway is currently failing or projected to fail to meet the standard at a date determined within a traffic impact analysis, and an improvement project is not programmed, the development shall avoid further degradation of the affected transportation facility. Mitigation must be provided to bring the facility performance standard to existing conditions at the time of occupancy.*

Staff Finding 24: The subject property is located directly adjacent to Calaroga Drive, a Local Street that has approximately 50 feet of right-of-way width. The addition of two parcels and any future development will not cause the roadway to fail. Calaroga Drive has capacity to meet the increase volume-to-capacity standard for a local street. The criteria are met.

3. *Tree protection. Streets shall be laid out to avoid and protect significant trees and significant tree clusters, but not to the extent that it would compromise connectivity requirements per this subsection A, or bring the achievable density below 70 percent of the maximum density for the developable net area. The developable net area is calculated by taking the total site acreage and deducting Type I and II lands; then up to 20 percent of the remaining land may be excluded as necessary for the purpose of protecting significant trees and tree clusters as provided in CDC 55.100(B)(2) or 55.105(B)(2), as applicable.*

Staff Finding 25: The proposal is for a minor partition creating two new parcels. Any future tree removal will be confirmed at time of permitting for construction. The criteria are met.

4. *Street connections. The developer shall make all local street connections identified in the Transportation System Plan, Table 17 and Figure 12, that are within the boundaries of the project.*

(...)

5. *Street improvements.*

a. Streets that are internal to the land division site are the responsibility of the developer. All streets bordering the development site are to be developed by the developer with, typically, half-street improvements to the City of West Linn Public Works Design Standards. Additional travel lanes may be required to be consistent with adjacent road widths or to be consistent with the adopted Transportation System Plan (TSP), Tables 26 through 30 and Exhibits 6 through 9.

b. Waiver of required street improvements and in-lieu fee. An applicant may submit a written request for a waiver of abutting street improvements if the improvement would be prohibited by the TSP. When a requested waiver is granted, the applicant shall pay an in-lieu fee equal to the estimated cost, accepted by the City Engineer, of the otherwise required street improvements. As a basis for this determination, the City Engineer shall consider the cost of similar improvements in recent development projects and may require up to three estimates from the applicant. The amount of the fee shall be established prior to the Planning Commission's decision on the associated application. The in-lieu fee shall be used for in-kind or related improvements.

c. *Right-of-way widths shall depend upon which classification of street is proposed. The right-of-way widths are established in the adopted TSP, Exhibits 6 through 9.*

d. *Public Works Design Standards. Street design shall conform to the standards of the applicable roadway authority; for City streets that is the West Linn Public Works Design Standards manual. Where a conflict occurs between this code and the Public Works Design Standards manual, the provisions of this code shall govern.*

Staff Finding 26: The subject property is located on Calaroga Drive, a Local Street that has a approximately 50-feet of right-of-way width and is precluded from any potential future extension by existing development. The City does not require a property dedication to increase the right-of-way width. The City Engineer has determined the proposal is in compliance with the City's Transportation System Plan and will not create impacts to existing off-site facilities that would trigger the need for improvements. The City Engineer has also determined the City's sanitary sewer and water systems have sufficient capacity to serve the site. The criteria are met.

6. *Street widths. Street widths shall depend upon the classification of street proposed. The classifications and required cross sections are established in the adopted TSP, (...)*

7. *The decision-making body shall consider the City Engineer's recommendations on the desired right-of-way width, pavement width and geometry for streets within or adjacent to the subdivision. To approve a street design less than the width in Table 85-1, the applicant shall demonstrate with proper documentation that one of the following applies:*

a. *The street design will help protect a water resource area and complies with the submittal requirements and approval standards found in Chapter 32 CDC.*

b. *The street design will help protect a flood management area and complies with the submittal requirements and approval standards found in Chapter 27 CDC.*

c. *The street design will help protect the Willamette River Greenway, Tualatin River Greenway, or a habitat conservation area and complies with the submittal requirements and approval standards found in Chapter 28 CDC.*

d. *The street design will help protect steep slopes and complies with the submittal requirements found in CDC 85.170(C) and approval standards found in subsection E of this section.*

e. *The street design will help protect a significant tree cluster and complies with subsection (J)(9) of this section.*

8. *Reserve strips. Reserve strips or street plugs controlling the access to streets are not permitted unless owned by the City.*

9. *Alignment. All streets other than local streets or cul-de-sacs shall be in alignment with existing streets by continuations of the centerlines thereof. The staggering of street alignments resulting in "T" intersections shall leave a minimum distance of 200 feet between the centerlines of streets having approximately the same direction and otherwise shall not be less than 100*

feet. Exceptions to these requirements shall only be approved if the applicant demonstrates that compliance is not practical through a discretionary review.

Staff Finding 27: The applicant proposes no reserve strips, no new streets or intersections, and is precluded from any potential future extension of streets by existing development patterns. The criteria are met.

10. Future extension of streets. The street system of a proposed development shall be designed to connect to existing, proposed, and planned streets adjacent to the development. Wherever a proposed development abuts unplatted land or a future development phase of an existing development, street stubs shall be provided to allow access to future abutting subdivisions and to logically extend the street system into the surrounding area. Where the stubbed street is over 100 feet long, street ends shall contain temporary turnarounds built to Oregon Fire Code standards and shall be designed to facilitate future extension in terms of grading, width, and temporary barricades.

Staff Finding 28: The subject property is located on Calaroga Drive, a Local Street that has approximately 50-feet of right-of-way width and is precluded from any potential future extension by existing development. The City does not require a property dedication to increase the right-of-way width. The criteria are met.

11. Intersection angles.

a. Except as specified in subsection (A)(11)(c) of this section, street intersections shall be located and designed as follows:

(...)

b. Curb radii.

1) Intersections which are not at right angles shall have minimum corner radii of 15 feet along right-of-way lines which form acute angles.

(...)

c. Through a discretionary review, applicants may request the City consider modifications of the standards in subsections (A)(11)(a) and (b) of this section; provided, that the following are met:

(...)

Staff Finding 29: The applicant does not propose any new intersections, cul-de-sacs, or closed-end streets. These criteria are met.

13. Cul-de-sacs.

a. New cul-de-sacs and other closed-end streets (not including stub streets intended to be connected) are not allowed unless the applicant demonstrates as part of a discretionary review that one or more of the following criteria are met:

- 1) *Due to existing slopes on the site that exceed 25 percent, it is not feasible to construct a street connection that does not exceed the maximum grade allowed by the Public Works Design Standards; or*
- 2) *It is not feasible to construct a street connection using the constrained cross-section design, as provided in Exhibits 6 through 9 of the TSP, that avoids one or more of the following:*
 - (A) *A natural resource protected by Chapter 32 CDC;*
 - (B) *Existing transportation or utility facilities, buildings, or other existing development on adjacent land; or*
 - (C) *Existing easements or leases.*
- b. *New cul-de-sacs and other closed-end streets, consistent with subsection (A)(13)(a) of this section, shall not exceed 200 feet in length or serve more than 25 dwelling units and shall comply with all adopted Tualatin Valley Fire and Rescue (TVFR) access standards.*

Staff Finding 30: The applicant does not propose any new cul-de-sacs. The proposed partition is adjacent to Calaroga Drive, a Local street. The proposal has been approved by TVF&R through a provider permit (see exhibit PD-1). The criteria are met.

- c. *Applicants for a proposed subdivision, partition or a multifamily, commercial or industrial development accessed by an existing cul-de-sac/closed-end street shall demonstrate that the proposal is consistent with all applicable traffic standards and TVFR access standards.*
- (...)

Staff Finding 31: The applicant has provided and approved TVF&R Provider Permit as part of the application (see Exhibit PD-1). The criteria are met.

14. Street names. *No street names shall be used which will duplicate or be confused with the names of existing streets within the City. Street names that involve difficult or unusual spellings are discouraged. Street names shall be subject to the approval of the Planning Commission or Planning Director, as applicable. Continuations of existing streets shall have the name of the existing street. Streets, drives, avenues, ways, boulevards, and lanes shall describe through streets. Place and court shall describe cul-de-sacs. Crescent, terrace, and circle shall describe loop or arcing roads.*

Staff Finding 32: The application is for a partition of an existing parcel. The applicant proposes a private direct access driveway for proposed Parcel 1 and shared access to Calaroga Drive for newly created Parcels 2 and 3. See Staff Findings 7 through 21. No new streets or roads are proposed. No street names are proposed. The criteria are met.

15. Grades and curves. *Grades and horizontal/vertical curves shall meet the West Linn Public Works Design Standards.*

16. Access to local streets.

- a. *Except as provided in subsection (A)(16)(c) of this section, intersection of a local residential street with an arterial street shall be prohibited by the decision-making authority if*

one or more alternatives exist for providing interconnection of proposed local residential streets with other local streets.

b. Where a residential subdivision or partition abuts or contains an existing or proposed major arterial street, the design shall incorporate at least three of the following measures to protect residential properties from incompatible land uses, and to ensure separation of through traffic and local traffic: marginal access streets, reverse-frontage lots with lot depth of at least 100 feet, visual barriers, noise barriers, berms, no-access reservations along side and rear property lines, and/or other similar measures proposed by the applicant.

c. At the applicant's request, the City may consider design alternatives to subsections (A)(16)(a) and (b) of this section through a discretionary review.

Staff Finding 33: The applicant does not propose any grading. The subject property is adjacent to Calaroga Drive, a Local Street. The criteria are met.

*17. Alleys. Alleys shall be provided in commercial and industrial districts unless other permanent provisions for access to off-street parking and loading facilities are made as approved by the decision-making authority. While alley intersections and sharp changes in alignment should be avoided, the corners of necessary alley intersections shall have radii of not less than 10 feet. Alleys may be provided in residential subdivisions or multifamily projects. The decision to locate alleys shall consider the relationship and impact of the alley to adjacent land uses. In determining whether it is appropriate to require alleys in a subdivision or partition, the following factors and design criteria should be considered:
(...)*

Staff Finding 34: No alleys are proposed as part of this project. The criteria do not apply.

18. Sidewalks. Sidewalks shall be installed per CDC 92.010(H), Sidewalks. The residential sidewalk width is six feet plus planter strip as specified below. Sidewalks in commercial zones shall be constructed per subsection (A)(6) of this section. See also subsection C of this section. If part of a discretionary review, sidewalk width may be reduced with City Engineer approval to the minimum amount (e.g., four feet wide) necessary to respond to site constraints such as grades, mature trees, rock outcroppings, etc., or to match existing sidewalks or right-of-way limitations.

19. Planter strip. The planter strip is between the curb and sidewalk providing space for a grassed or landscaped area and street trees. The planter strip shall be at least six feet wide to accommodate a fully matured tree without the boughs interfering with pedestrians on the sidewalk or vehicles along the curblane. If part of a discretionary review, planter strip width may be reduced or eliminated, with City Engineer approval, when it cannot be corrected by site plan, to the minimum amount necessary to respond to site constraints such as grades, mature trees, rock outcroppings, etc., or in response to right-of-way limitations.

Staff Finding 35: The applicant does not propose new street connections, sidewalks, or planter strips or new blocks. The criteria do not apply.

20. Streets and roads shall be dedicated without any reservations or restrictions.

21. *All lots in a subdivision shall have access to a public street. Lots created by partition may have access to a public street via an access easement pursuant to the standards and limitations set forth for such accessways in Chapter 48 CDC.*

Staff Finding 36: The proposal does not call for any new street or roads. The proposal is for a minor partition not a subdivision. The criteria do not apply.

22. *Gated streets. Gated streets are prohibited in all residential areas on both public and private streets. A driveway to an individual home may be gated.*

23. *Entryway treatments and street isle design. When the applicant proposes to construct certain walls, planters, and other architectural entryway treatments within a subdivision, the following standards shall apply:*

a. All entryway treatments except islands shall be located on private property and not in the public right-of-way.

(...)

Staff Finding 37: The proposal does not call for any gated streets. The proposal will not require any entryway treatments or street isle designs. The criteria do not apply.

24. *Based upon the determination of the City Manager or the Manager's designee, the applicant shall construct or cause to be constructed, or contribute a proportionate share of the costs, for all necessary off-site improvements identified by the traffic impact analysis commissioned to address CDC 85.170(B)(2) that are required to mitigate impacts from the proposed subdivision. The proportionate share of the costs shall be determined by the City Manager or Manager's designee, who shall assume that the proposed subdivision provides improvements in rough proportion to identified impacts of the subdivision. Off-site transportation improvements will include bicycle and pedestrian improvements as identified in the adopted City of West Linn TSP, Figures 6, 7 and 10 and Tables 4 and 6.*

Staff Finding 38: The proposed minor partition does not meet the threshold of increasing traffic by 250 trips per day therefore a traffic impact analysis is not required. The criteria do not apply.

B. Blocks and lots.

1. Purpose. The length, width, and shape of blocks shall be designed with due regard for the provision of adequate building sites for the use contemplated; consideration of the need for traffic safety, convenience, access, circulation, and control; and recognition of limitations and opportunities of topography and solar access.

2. Sizes.

a. Except as required under subsection (B)(2)(c) of this section, block lengths shall not exceed 800 feet, except for blocks adjacent to arterial streets or unless topographical conditions or the layout of adjacent streets justifies a variation as part of a discretionary review.

(...)

Staff Finding 39: The proposed partition does not include any new blocks. The criteria do not apply.

3. Lot size and shape. Lot or parcel sizes and dimensions shall conform to the minimum standards of the CDC, unless as allowed by planned unit development (PUD). No lot or parcel shall be dimensioned to contain part of an existing or proposed street. All lots or parcels shall be buildable. "Buildable" describes lots that are free of constraints such as wetlands, drainageways, etc., that would make home construction impossible.

Depth and width of properties reserved or laid out for commercial and industrial purposes shall be adequate to provide for the off-street parking and service facilities required by the type of use proposed.

Staff Finding 40: The proposal calls for dividing a 30,795 square foot lot into three parcels. Parcel 1 will be 9,506 square feet, Parcel 2 will be 10,708 square feet, and Parcel 3 will be 10,578 square feet. Parcels 2 and 3 meet the minimum lot size for the R-10 zone. Parcel 1 is below the minimum lot size threshold and therefore the applicant is requesting a Class I Variance to reduce the lot size (see Staff Findings 21). The criteria are met.

4. Access. Access to subdivisions, partitions, and lots shall conform to the provisions of Chapter 48 CDC, Access, Egress and Circulation.

Staff Finding 41: The application is for a partition of an existing parcel. Access to Parcel 1 on the subject property will be a private direct access driveway. Access to Parcels 2 and 3 will be a 20-foot-wide shared access drive that connects to Calaroga Drive. See Staff Findings 7 through 21. No new streets or roads are proposed. No street names are proposed. The criteria are met. See Staff Findings 9 through 23 for conformity to Chapter 48. The criteria are met.

5. Through lots and parcels. Through lots and parcels have frontage on a street at the front and rear property lines.
(...)

Staff Finding 42: The subject property is not a through lot or parcel. The criteria do not apply.

6. Lot and parcel side lines. The side lot lines of lots and parcels shall run at right angles to the street upon which they face, except that on curved streets they shall be radial to the curve.

7. Flag lots. Flag lots are permitted only where it can be shown that there is adequate lot area to divide a property into two or more lots but there is not enough street frontage to meet the standard minimum requirement and where creation of a street is not necessary to meet connectivity standards. A single flag lot shall have a minimum street frontage of 15 feet for its accessway. Where two to four flag lots share a common accessway, the minimum street frontage and accessway shall be eight feet in width per lot. Common accessways shall have

mutual maintenance agreements and reciprocal access and utility easements. The following dimensional requirements shall apply to flag lots:

Staff Finding 43: Parcel 1 takes direct access to Calaroga Drive. The subject property also has 20 feet of access to Calaroga Drive for Parcels 2 and 3. A flag lot is the only option to get access to both proposed parcels. The criteria are met.

8. Large lots or parcels. In dividing tracts into large lots or parcels that are more than double the minimum area designated by the zoning district:

a. Those lots must be arranged so as to allow further subdivision, and must contain such easements and site restrictions as will provide for extension and opening of future streets where it would be necessary to serve potential lots; or

b. Alternately, in order to prevent further subdivision or partition of oversized and constrained lots or parcels, restrictions may be imposed on the subdivision or partition plat.

Staff Finding 44: The proposal calls for partitioning a 30,795 square foot lot into three parcels. Parcel 1 will be 9,506 square feet, Parcel 2 will be 10,708 square feet, and Parcel 3 will be 10,578 square feet. Parcel 1 does not meet the minimum lot size for the R-10 zone and thus a Class I Variance has been requested. Both parcels 2 and 3 meet the minimum lot size and all dimensional standards of the R-10 zone. The criteria are met.

C. Pedestrian and bicycle trails.

1. When pedestrian and bicycle accessways are required pursuant to subsection (B)(2)(d) of this section, trails or multiuse pathways shall be installed, consistent and compatible with Federal ADA requirements and with the Oregon Transportation Planning Rule. Trails shall also accommodate bicycle or pedestrian traffic between neighborhoods and activity areas such as schools, libraries, parks, or commercial districts. Trails shall also be required where designated by the Parks Master Plan.

(...)

Staff Finding 45: The subject property does not have any proposed pedestrian or bicycle trails. The criteria do not apply.

D. Transit facilities.

1. The applicant shall consult with Tri-Met and the City Engineer to determine the appropriate location of transit stops, bus pullouts, future bus routes, etc., contiguous to or within the development site. If transit service is planned to be provided within the next two years, then facilities such as pullouts shall be constructed per Tri-Met standards at the time of development. More elaborate facilities, like shelters, need only be built when service is existing. Additional rights-of-way may be required of developers to accommodate buses.

(...)

Staff Finding 46: The proposed Minor Partition does not have any transit facilities. The criteria do not apply.

E. Grading. Grading of building sites shall conform to the following standards unless physical conditions demonstrate the propriety of other standards:

1. All cuts and fills shall comply with the excavation and grading provisions of the Building Code and the following:
 - a. Cut slopes shall not exceed one and one-half feet horizontally to one foot vertically (i.e., 67 percent grade).
 - b. Fill slopes shall not exceed two feet horizontally to one foot vertically (i.e., 50 percent grade). Please see the following illustration.
2. If areas are to be graded, compliance with CDC 85.170(C) is required.
3. The proposed grading shall be the minimum grading necessary to meet roadway standards, pursuant to the West Linn Public Works Design Standards, and to create buildable sites, considering maximum allowed driveway grades.
4. Type I lands shall require a geologic report submitted by a certified engineering geologist, and Type I and Type II lands shall require a geologic hazard report stamped by a certified geotechnical professional engineer, consistent with the submittal requirements in CDC 85.170(C)(3).
5. The review authority may impose conditions, including limits on type or intensity of land use, necessary to mitigate known risks of landslides or property damage, based on the conclusions and recommendations of the geologic report.
6. On land with slopes in excess of 12 percent, cuts and fills shall be regulated as follows:

Staff Finding 47: Grading plans will be submitted and reviewed at the time of building permit application and will conform to the Uniform Building Code. The subject property is currently served by city water in Calaroga Drive. The City Engineer has confirmed that the system has sufficient volume and pressure to serve all proposed Parcels, which will both be metered individually at the street. The site is currently served by an existing sanitary sewer line under Calaroga Drive. The criteria are met.

F. Water.

1. A plan for domestic water supply lines or related water service facilities shall be prepared consistent with the adopted Comprehensive Water System Master Plan, updated in 2008, and subsequent superseding revisions or updates. The plan shall include:
 - a. Location and sizing of the water lines consistent with the Water System Master Plan and West Linn Public Works Design Standards.
 - b. For all non-single-family developments, there shall be a demonstration of adequate fire flow to serve the site, as demonstrated by consistency with West Linn Public Works Design Standards.
 - c. A written statement, signed by the City Engineer, that water service can be made available to the site by the construction of on-site and off-site improvements and that such water service has sufficient volume and pressure to serve the proposed development's domestic, commercial, industrial, and fire flows.

Staff Finding 48: The subject property is currently served by city water in Calaroga Drive. The City Engineer has confirmed the system has sufficient volume and pressure to serve all proposed Parcels, which will be metered individually at the street. The criteria are met.

G. Sewer.

- 1. A plan prepared by a licensed engineer shall show how the proposal is consistent with the current Sanitary Sewer Master Plan and subsequent updates and amendments applicable at the time the proposal is submitted. Agreement with that plan must demonstrate how the sanitary sewer proposal will be accomplished and how it is gravity-efficient. The sewer system must be in the correct basin and allow for full gravity service.*
- 2. Sanitary sewer information will include plan view of the sanitary sewer lines, including manhole locations and depth or invert elevations.*
- 3. Sanitary sewer lines shall be located in the public right-of-way, particularly the street, unless the applicant can demonstrate as part of a discretionary review why the alternative location is necessary and meets accepted engineering standards.*
- 4. Sanitary sewer line shall be at a depth that can facilitate connection with down-system properties in an efficient manner.*
- 5. For non-residential development, the sanitary sewer line should be designed to minimize the amount of lineal feet in the system.*
- 6. The sanitary sewer line shall avoid disturbance of wetland and drainageways. In those cases where that is unavoidable, disturbance shall be mitigated pursuant to Chapter 32 CDC, Water Resource Area Protection, all trees replaced, and proper permits obtained. Dual sewer lines may be required so the drainageway is not disturbed.*
- 7. Sanitary sewer shall be extended or stubbed out to adjacent undeveloped land or a point in the street that allows for connection with adjacent or nearby properties.*
- 8. The sanitary sewer system shall be built pursuant to DEQ, City, and Tri-City Service District sewer standards. The design of the sewer system shall be prepared by a licensed engineer, and the applicant must be able to demonstrate the ability to satisfy these submittal requirements or standards at the pre-construction phase.*
- 9. A written statement, signed by the City Engineer, that sanitary sewers with sufficient capacity to serve the proposed development and that adequate sewage treatment plant capacity is available to the City to serve the proposed development.*

Staff Finding 49: The subject property is currently served by city sewer in Calaroga Drive. A 20-foot-wide utility easement will be placed along the shared access drive to ensure access to the sewer line and other needed utilities. The City Engineer has confirmed the system has sufficient volume and pressure to serve all proposed parcels, which will be metered individually at the street. The criteria are met.

H. Storm detention and treatment. *All proposed storm detention and treatment facilities comply with the standards for the improvement of public and private drainage systems located in the West Linn Public Works Design Standards, as demonstrated by stormwater plan and report stamped by a professional engineer.*

Staff Finding 50: The applicant will ensure all storm detention and treatment facilities comply with the West Linn Public Works Design Standards, ensure there will be no adverse off-site impacts caused by development, and that there is sufficient factual data to support the conclusions of the submitted plan per Condition of Approval 2. Subject to the Conditions of Approval, the criteria are met.

I. Utility easements. Subdivisions and partitions shall establish utility easements to accommodate the required service providers as specified in the West Linn Public Works Design Standards.

Staff Finding 51: The applicant shall provide a 20-foot wide public utility easement along the shared access drive, and show it on the final plat per Condition of Approval 3. Subject to the Conditions of Approval, the criteria are met.

J. Supplemental provisions.

- 1. Wetland and natural drainageways. Wetlands and natural drainageways shall be protected as required by Chapter 32 CDC, Water Resource Area Protection.*
- 2. Willamette and Tualatin Greenways. The Willamette and Tualatin River Greenways shall be protected as required by Chapter 28 CDC, Willamette and Tualatin River Protection.*
- 3. Street trees. Street trees are required as identified in Section 8.720 of the municipal code and Chapter 54 CDC.*
- 4. Lighting. All subdivision street or alley lights shall meet West Linn Public Works Design Standards.*
- 5. Dedications and exactions. The City may require an applicant to dedicate land and/or construct a public improvement that provides a benefit to property or persons outside the property that is the subject of the application when the exaction is roughly proportional. No exaction shall be imposed unless supported by a determination that the exaction is roughly proportional to the impact of development.*

Staff Finding 52: The subject property is not in the Willamette or Tualatin River Greenway. Street trees are not required as part of this partition application. No street lighting or property dedications are required as part of this partition application. The criteria are met.

6. Underground utilities. All utilities, such as electrical, telephone, and television cable, that may at times be above ground or overhead shall be buried underground in the case of new development. Exceptions shall be permitted in those cases where adjacent properties have above-ground utilities and where the development site's frontage is under 200 feet and the site is less than one acre. High voltage transmission lines, as classified by Portland General Electric or electric service provider, are also exempted. Where adjacent future development is planned or proposed, conduits may be required at the direction of the City Engineer. All services shall be underground with the exception of standard above-grade equipment such as some meters, etc.

Staff Finding 53: The subject property needs to meet three criteria for exemption from undergrounding existing overhead utilities. The area is built out with adjacent properties

having above-ground utilities, the subject property has less than 200 feet of frontage and the site is less than one acre at 30,795 square feet. The subject property meets all three exemption criteria. The applicant is not required to underground existing utilities. The criteria are met.

7. *Density requirement. Density shall occur at 70 percent or more of the maximum density allowed by the underlying zoning. These provisions do not apply when density is transferred from Type I and II lands as defined in CDC 02.030. Development of Type I or II lands are exempt from these provisions. Land divisions of three lots or less are also exempt.*

8. *Mix requirement. The “mix” rule means that developers shall have no more than 15 percent of the R-2.1 and R-3 development as single-family residential (including duplex, triplex, quadplex, and townhouse development). The intent is that the majority of the site shall be developed as medium high density multifamily housing.*

Staff Finding 54: The subject property is 30,795 square feet. The property is zoned R-10, which requires a minimum of 10,000 square feet per parcel. The maximum number of parcels that can be created from the subject property is three (30,795/10,000), thus the proposal is for 100% of the maximum density. The mix rule does not apply. The criteria are met.

9. *Heritage trees/significant tree and tree cluster protection. All heritage trees, as defined in Section 8.710 of the municipal code, shall be protected. If requested by the applicant, diseased heritage trees, as determined by the City Arborist, may be removed. Significant trees and significant tree clusters, as defined in CDC 2.030, shall be protected pursuant to CDC 55.100(B)(2) or 55.105(B)(2), as applicable.*

Staff Finding 55: The application is for a minor partition to create three parcels from one lot. Heritage and significant tree protection will be confirmed at time of future development. The criteria do not apply.

CHAPTER 92 REQUIRED IMPROVEMENTS

92.020 IMPROVEMENTS IN PARTITIONS

The same improvements shall be installed to serve each lot of a partition as are required of a subdivision. However, if the approval authority finds that the nature of development in the vicinity of the partition makes installation of some improvements unreasonable, at the written request of the applicant those improvements may be waived. If the street improvement requirements are waived, the applicant shall pay an in-lieu fee for off-site street improvements, pursuant to the provisions of CDC 85.200(A)(1).

In lieu of accepting an improvement, the Planning Director may recommend to the City Council that the improvement be installed in the area under special assessment financing or other facility extension policies of the City.

Staff Finding 56: The subject property is located more than 1320 linear feet from the nearest street improvements on the same or connecting street. A fee-in-lieu of constructing street improvements is allowed. The criteria are met.

CHAPTER 96 STREET IMPROVEMENT CONSTRUCTION

96.020 FEE-IN-LIEU

A. An applicant may apply for a waiver of street improvements and the option to pay a fee-in-lieu (in accordance with the City's adopted fee structure) of constructing street improvements if one of the following are met:

- 1. Located on a cul-de-sac with no existing curb and/or no existing sidewalk; or*
- 2. Located on a street less than 1,320 linear feet in length and not planned as a through street;*
or
- 3. Located more than 1,320 linear feet from nearest street improvements on the same street or connecting street*

Staff Finding 57: The subject property is located more than 1320 linear feet from the nearest street improvements on the same or connecting street. A fee-in-lieu of constructing street improvements is allowed.

The subject property has approximately 180 feet of frontage. The fee-in-lieu is \$405 per linear foot. $\$405 \times 180 = \$72,900$ as a total fee-in-lieu. The Criteria are met.

PD-1 APPLICANT SUBMITTAL

DEVELOPMENT REVIEW APPLICATION

For Office Use Only		
STAFF CONTACT Chris Myers	PROJECT NO(S). MIP-25-02/VAR-25-01	PRE-APPLICATION NO. PA-25-08
NON-REFUNDABLE FEE(S) \$5,400	REFUNDABLE DEPOSIT(S)	TOTAL \$5,400

Type of Review (Please check all that apply):

- | | | |
|---|---|--|
| <input type="checkbox"/> Annexation (ANX) | <input type="checkbox"/> Final Plat (FP) Related File# | <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 checked="" type="checkbox"/> Minor Partition (MIP) | <input checked="" 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) |

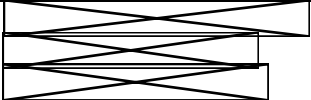
Pre-Application, Home Occupation, Sidewalk Use, Addressing, and Sign applications require different forms, available on the website.

Site Location/Address: 4625 Calaroga Drive	Assessor's Map No.: 21E13CC
	Tax Lot(s): 1000
	Total Land Area: 30,795 Sq. Ft.

Brief Description of Proposal:

Three parcel partition of the existing property to allow removal of existing single-family home and construction of three new single-family homes. A Class I variance application is included in conjunction with a requested 5 percent maximum reduction of

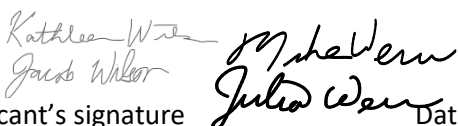
Applicant Name*: (And shared owners with others listed below) Jacob & Kathleen Wilson Address: 4625 Calaroga Drive City State Zip: West Linn, OR 97068	Phone: (206) 718-5132 Email: jacobwilson653@gmail.com
--	--

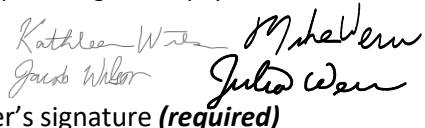
Owner Name (required): Michael & Julia Werner Address: 3955 Calaroga Circle City State Zip: West Linn, OR 97068		Phone: (503) 381-6026 Email:
--	---	---

Consultant Name: Rick Givens, Planning Consultant Address: 7669 SW Emery Circle City State Zip: Wilsonville, OR 97070	Phone: (503) 351-8204 Email: rickgivens@gmail.com
--	--

- 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 application costs.**
- All information provided with the application is considered a public record and subject to disclosure.
- The owner/applicant or their representative should attend all public hearings related to the application.
- A decision may be reversed on appeal. The decision will become effective once the appeal period has expired.
- Submit this form, application narrative, and all supporting documents as a single PDF through the 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. The applicant and owner affirm that the information provided in this application is true and correct. 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 **March 27, 2025**


 Owner's signature (required) _____ Date **March 27, 2025**

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. **Do NOT use DocuSign.**
- 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 with any questions about TVF&R requirements.
- 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.
- 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.

Proof of Ownership

Clackmas County Assessor's Property Information



[Home](#) [Other Property Data](#) [Help](#) [Login](#)

Account Number

00297529

Property Address

4625 CALAROGA CIR., WEST LINN, OR 97068

General Information

Alternate Property #

21E13CZ01000

Property Description

185 CEDARDALE PK #2 PT 025 124 & 125

Property Category

Land &/or Buildings

Status

Active, Locally Assessed

Tax Code Area

001-001

Remarks

Tax Rate

Description

Rate

Total Rate

19.1068

Property Characteristics

Neighborhood

15841: Clackamas/Cedar Oaks 100, 101

Land Class Category

101: Residential land improved

Building Class Category

14: Single family res. class 4

Year Built

1957

Change property ratio

100

Related Properties

No Related Properties Found

Parties

Role

Percent

Name

Address

Taxpayer

100

WERNER MICHAEL L TRUSTEE

3955 CALAROGA CIR, WEST LINN, OR 97068

Owner

50

WERNER MICHAEL L TRUSTEE

3955 CALAROGA CIR, WEST LINN, OR 97068

Owner

0

WERNER JULIA M TRUSTEE

3955 CALAROGA CIR, WEST LINN, OR 97068

Owner

50

WILSON JACOB & KATHLEEN

NO MAILING ADDRESS, AVAILABLE,

Partition & Class I Variance Application Narrative

4625 Calaroga Drive., West Linn

Proposal: This application requests approval of a three-lot partition for property located at 4625 Calaroga Dr., in West Linn. The property is situated on the east side of Calaroga Drive, near Calaroga Circle. The subject property is 30,795 square feet in area and is zoned R-10. The Clackamas County Assessor's description of the property is Tax Lot 21E13CC01000. A Class I variance is also proposed to allow the reduction of the lot area of Parcel 1 below the 10,000 sq. ft. minimum standard by less than five percent.



Figure 1: Vicinity Map

Existing Site Conditions:

The subject property is developed with one single-family home which takes access from Calaroga Drive. The home will be demolished to allow for development of the proposed partition.

The site is essentially level but slopes gently to the east at less than a 5% grade.



Figure 2: Aerial Photo

Sanitary sewer and City water are present in Calaroga Drive along the property frontage. There is an existing water meter and sewer lateral for the existing home. Additional sewer and water services will be provided at time of construction of the homes. There is no storm sewer in Calaroga Drive. Site soils, however, are well drained and a dry well system will be used to provide for runoff from the roofs and driveway areas of the new homes. Please refer to the Preliminary Utility Plan for more information.

Per the pre-application conference notes, the following Community Development Code (CDC) sections are applicable to this application:

- Chapter 11: Residential, R-10
- Chapter 48: Access, Egress and Circulation
- Chapter 75: Variances and Special Waivers
- Chapter 85: Land Divisions – General Provisions
- Chapter 92: Required Improvements
- Chapter 96: Street Improvement Construction
- Chapter 99: Procedures for Decision Making: Quasi-Judicial

The proposed development conforms to the applicable provisions of the CDC as follows:

CHAPTER 11 SINGLE-FAMILY RESIDENTIAL DETACHED, R-10

11.030 PERMITTED USES

1. *Single-family attached or detached residential unit.*
 - a. *Duplex residential units.*
 - b. *Triplex residential units.*
 - c. *Quadplex residential units.*
2. *Cottage clusters.*

Comment: The purpose of this application is to divide the property into three parcels for construction of single-family detached homes. This is an authorized use in the R-10 district.

11.040 ACCESSORY USES

Comment: No accessory uses are planned currently. Future development of such uses would be subject to the provisions of this section.

11.050 USES AND DEVELOPMENT PERMITTED UNDER PRESCRIBED CONDITIONS

Uses permitted under prescribed conditions in the R-10 zone include: Home occupations, signs, temporary uses, water-dependent uses, agriculture and horticulture, and wireless communication facilities. No such uses are proposed in conjunction with this application. If established by future residents, they would be subject to the provisions of this subsection.

11.060 CONDITIONAL USES

Comment: No conditional uses are proposed in conjunction with this application.

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

Comment: The minimum lot size in the R-10 district for lots to be used for single-family detached homes is 10,000 sq. ft. A Class 1 variance is requested for Parcel 1, which is proposed to be 9,506 sq. ft. in area. Please refer to the discussion of CDC Chapter 75, below in this narrative, for justification of the proposed variance. Parcel 2 contains 10,708 sq. ft. and Parcel 3 is 10,578 sq. ft. in area. These two parcels conform to the R-10 minimum lot size standard. The minimum lot width at the front lot line standard is 35 feet. All three parcels meet or exceed this standard (111 feet for Parcel 1 and 35 feet each for Parcels 2 and 3). The minimum average lot width standard for the R-10 district is 50 feet, respectively, are met by all three parcels. Parcel 1 is 87 feet wide at the

midpoint of the side lot lines. Parcel 3 is approximately 62 feet wide when measured at the midpoints of the side lot lines. Parcel 2 is unusually configured, being flag-shaped but not technically being a flag lot as it has 35 feet of frontage. The CDC does not address this situation so we suggest that there are two logical measurement options. The first is to measure the lot width in the middle of the buildable portion of the lot. This seems to us to make the most sense as the intent of lot width standards is to provide adequate room for the siting of homes. Using this method, the average lot width for Parcel 2 is approximately 87 feet. The second method of measurement would be to measure the width in the middles of the two sections of the lot and then average those measurements. The “pole” width of Parcel 2 is approximately 33 feet in the middle of that section. Averaging that with the 87-foot average width of the buildable section yields an overall average of 60 feet. Using either method, the overall average width of the lot exceeds the 50-foot minimum.

Setbacks for the homes future to be built on the three parcels will be reviewed for compliance at the time of building permit application. The front and rear minimum setback standards of 20 feet will be met by future home construction, as will the minimum interior 7.5’ side yard. No street side yards are present. Maximum building height of 35’, maximum lot coverage of 35%, and Floor Area Ratios will be met and will also be reviewed at the time of building permit application.

11.080 DIMENSIONAL REQUIREMENTS, CONDITIONAL USES

Comment: Not applicable. No conditional uses are proposed.

Chapter 48 - ACCESS, EGRESS AND CIRCULATION

48.020 APPLICABILITY AND GENERAL PROVISIONS

- A. *The provisions of this chapter do not apply where the provisions of the Transportation System Plan or land division chapter are applicable and set forth differing standards.*

Comment: The TSP does not specify any differing standards for Calaroga Drive than those listed in this chapter.

- B. *All lots shall have access from a public street or from a platted private street approved under the land division chapter.*

Comment: All lots have direct frontage onto Calaroga Drive, a dedicated public street.

- C. *No building or other permit shall be issued until scaled plans are presented to the City and approved by the City as provided by this chapter, and show how the access,*

egress, and circulation requirements are to be fulfilled. Access to State or County roads may require review, approval, and permits from the appropriate authority.

Comment: The Tentative Plan submitted with this application shows the frontage required for access consistent with these standards. A shared driveway approach is proposed for Parcels 2 and 3, as shown on the Tentative Plan.

D. Should the owner or occupant of a lot, parcel or building enlarge or change the use to which the lot, parcel or building is put, resulting in increasing any of the requirements of this chapter, it shall be unlawful and a violation of this code to begin or maintain such altered use until the provisions of this chapter have been met, and, if required, until the appropriate approval authority under Chapter 99 CDC has approved the change.

Comment: No changes in use are proposed as a part of this application.

E. Owners of two or more uses, structures, lots, parcels, or units of land may agree to utilize jointly the same access and egress when the combined access and egress of both uses, structures, or parcels of land satisfies the requirements as designated in this code; provided, that satisfactory legal evidence is presented to the City Attorney in the form of deeds, easements, leases, or contracts to establish joint use. Copies of said instrument shall be placed on permanent file with the City Recorder.

Comment: As mentioned above, a shared driveway approach is proposed for Parcels 2 and 3. The final plat of the partition will establish the legal rights of both parcels.

F. Property owners with access to their property via platted stems of flag lots may request alternate access as part of a discretionary review if other driveways and easements are available and approved by the City Engineer. (Ord. 1584, 2008; Ord. 1636 § 32, 2014; Ord. 1745 § 1 (Exh. A), 2023)

Comment: Not applicable. No flag lots are proposed in this partition.

48.025 ACCESS CONTROL

B. Access control standards.

1. Traffic impact analysis requirements. A traffic analysis prepared by a qualified professional may be required to determine access, circulation and other transportation requirements. The purpose, applicability and standards of this analysis are found in CDC 85.170(B)(2).

Comment: Per the provisions of CDC 85.170(B)(2)(d)(6), a traffic impact analysis is not required because the proposed subdivision will not generate more than the threshold

250 trips per day. Based on ITE standards, the three lots proposed will generate less than 30 trips per day.

2. *In order to comply with the access standards in this chapter, the City or other agency with access permit jurisdiction may require the closing or consolidation of existing curb cuts or other vehicle access points, recording of reciprocal access easements (i.e., for shared driveways), development of a frontage street, installation of traffic control devices, and/or other mitigation as a condition of granting an access permit. Access to and from off-street parking areas shall not permit backing onto a public street.*

Comment: There is an existing driveway to the home on the property. A new approach will be installed for Parcel 1 and a joint approach provided for Parcels 2 and 3 onto Calaroga Drive, a local street.

3. *Access options. When vehicle access is required for development (i.e., for off-street parking, delivery, service, drive-through facilities, etc.), access shall be provided from a public street adjacent to the development lot or parcel. Street accesses shall comply with access spacing standards in subsection (B)(6) of this section, the West Linn Public Works Design Standards, and TSP. As an alternative, the applicant may request alternative access provisions listed below as Option 1 and Option 2, subject to approval by the City Engineer through a discretionary process.*

Comment: Access is proposed to be provided to each lot as discussed above. No alleys or mid-block lanes are existing or proposed. No private streets or driveways are existing or proposed.

4. *Subdivisions fronting onto an arterial street. New residential land divisions fronting onto an arterial street shall be required to provide alleys or secondary (local or collector) streets for access to individual lots. When alleys or secondary streets cannot be constructed due to topographic or other physical constraints, access may be provided by consolidating driveways for clusters of two or more lots.*

Comment: Not applicable. The partition does not front onto an arterial street.

5. *Double-frontage lots. When a lot or parcel has frontage onto two or more streets, access shall be provided first from the street with the lowest classification. For example, access shall be provided from a local street before a collector or arterial street.*

Comment: Not applicable. No double-frontage lots are proposed.

6. *Access spacing.*

- a. *The access spacing standards found in Tables 14 and 15 of the TSP and in CDC 48.060 shall be applicable to all newly established public street intersections, non-traversable medians, and curb cuts. Deviation from the access spacing standards may be granted by the City Engineer as part of a discretionary review if the applicant demonstrates that the deviation will not compromise the safe and efficient operation of the street and highway system.*
- b. *Private drives and other access ways are subject to the requirements of CDC 48.060.*

Comment: No new public street intersections are proposed. Curb cuts for the new driveways will be designed to meet access spacing requirements. Compliance with CDC 48.060 is discussed below.

7. *Number of access points. For single-family (detached and attached) housing types, one street access point is permitted per lot or parcel when alley access cannot otherwise be provided; except that two access points may be permitted corner lots (i.e., no more than one access per street), subject to the access spacing standards in CDC 48.060. The number of street access points for multiple family development is subject to the access spacing standards in CDC 48.060. The number of street access points for commercial, industrial, and public/institutional developments shall be minimized to protect the function, safety and operation of the street(s) and sidewalk(s) for all users. Shared access may be required, in conformance with subsection (C)(8) of this section, in order to maintain the required access spacing, and minimize the number of access points.*

Comment: Parcel 1 will have a new driveway access to replace the existing one. Parcels 2 and 3 will have a joint access point onto Calaroga Drive, as permitted by this subsection.

8. *Shared driveways. For residential development, shared driveways may be required in order to meet the access spacing standards in subsection (C)(6) of this section. For non-residential development, the number of driveway and private street intersections with public streets shall be minimized by the use of shared driveways with adjoining lots where feasible. The City shall require shared driveways as a condition of land division or site design review, as applicable, for traffic safety and access management purposes in accordance with the following standards:*

Comment: A shared driveway is proposed for Parcels 2 and 3. The City may require this as a condition of approval.

C. *Street connectivity and formation of blocks required. In order to promote efficient vehicular and pedestrian circulation throughout the City, land divisions and site developments shall produce complete blocks bounded by a connecting network of public and/or private streets, in accordance with the following standards:*

1. *Block length and perimeter. The maximum block length shall not exceed 800 feet along a collector, neighborhood route, or local street, or 1,800 feet along an arterial, unless a smaller block length is required pursuant to CDC 85.200(B)(2).*

Comment: The subject property is located within the bounding limits of a block formed by Calaroga Circle. The block length is approximately 464 feet. Calaroga Drive is a local street.

2. *Street standards. Public and private streets shall also conform to Chapter 92 CDC, Required Improvements, and to any other applicable sections of the West Linn Community Development Code and approved TSP.*

Comment: Calaroga Drive is a local street. Compliance with Chapter 92 will be discussed below in this narrative.

3. *Exception. Exceptions to the above standards may be granted as part of a discretionary review when blocks are divided by one or more pathway(s), in conformance with the provisions of CDC 85.200(C), Pedestrian and bicycle trails, or cases where extreme topographic (e.g., slope, creek, wetlands, etc.) conditions or compelling functional limitations preclude implementation, not just inconveniences or design challenges. (Ord. 1635 § 25, 2014; Ord. 1636 § 33, 2014; Ord. 1650 § 1 (Exh. A), 2016; Ord. 1675 § 40, 2018; Ord. 1745 § 1 (Exh. A), 2023)*

Comment: Not applicable. No exceptions are required.

48.030 MINIMUM VEHICULAR REQUIREMENTS FOR RESIDENTIAL USES

- A. *Direct individual access from single-family dwellings and duplex lots to an arterial street, as designated in the TSP, is prohibited for lots or parcels created after the effective date of this code where an alternate access is either available or is proposed as part of a submitted development application.*

Comment: Not applicable. The project does not front onto an arterial street.

- B. *Driveway standards. When any portion of any house is less than 150 feet from the adjacent right-of-way, driveway access to the home shall meet the following standards:*

Comment: All three future homes will be built so that they are at least partially within 150 feet of Calaroga Drive so provisions 1 through 4 apply.

1. One single-family residence, including residences with an accessory dwelling unit as defined in CDC 02.030, shall provide a driveway with 10 feet of unobstructed horizontal clearance. Dual-track or other driveway designs that minimize the total area of impervious driveway surface are encouraged but not required.

Comment: Parcel 1 will have a minimum of a double-car driveway, so this standard will be met.

2. Two to four single-family residential homes shall provide a driveway with 14- to 20-foot-wide paved or all-weather surface.

Comment: Parcels 2 and 3 will share a driveway. It will be in conformance with these width requirements.

3. Maximum driveway grade shall be 15 percent. The 15 percent shall be measured along the centerline of the driveway only. Variations require approval of a Class II variance by the Planning Commission pursuant to Chapter 75 CDC. However, in no case shall the last 18 feet in front of the garage exceed 12 percent grade as measured along the centerline of the driveway only. Grades elsewhere along the driveway shall not apply.

Comment: The subject property is very level. Driveway grades will be under 2 percent.

4. The driveway shall include a minimum of 20 feet in length between the garage door and the back of sidewalk, or, if no sidewalk is proposed, to the paved portion of the right-of-way.

Comment: The require 20-foot length will be met and will be reviewed at the time of building permit submittal.

Comment: Not applicable. All lots front directly onto public streets and all homes will be built so that no part of the home is greater than 150 feet from the street.

C. When any portion of one or more homes is more than 150 feet from the adjacent right-of-way, the provisions of subsection B of this section shall apply in addition to the following provisions.

Comment: Not applicable. All lots front directly onto public streets and all homes will be built so that no part of the home is greater than 150 feet from the street.

D. Access to five or more single-family homes shall be by a street built to City of West Linn standards, consistent with the TSP (Tables 26 through 30 and Exhibits 6 through 9) and the Public Works Design Standards. All streets shall be public. This full street provision may only be waived by variance.

Comment: All lots proposed in this partition will have direct driveway accesses onto adjacent streets, as shown on the Tentative Plan.

E. Access and/or service drives for multifamily dwellings shall be fully improved with hard surface pavement:

Comment: Not applicable. No multifamily dwellings are proposed.

F. Where on-site maneuvering and/or access drives are necessary to accommodate parking, in no case shall said maneuvering and/or access drives be less than that required in Chapters 46 and 48 CDC.

Comment: All driveways will provide for typical residential driveway access per City standards. No access drives or parking lots are proposed.

G. In order to facilitate through traffic and improve neighborhood connections, the developer shall make all local street connections identified in the Transportation System Plan, Table 17 and Figure 12, that are within the boundaries of the project, which may necessitate construction of a public street through a multifamily site.

Comment: Per the TSP, no other local street connections exist or are planned in this area.

H. Gated accessways to residential development other than a single-family home are prohibited.

Comment: No gated accessways are proposed.

48.040 MINIMUM VEHICLE REQUIREMENTS FOR NON-RESIDENTIAL USES

Comment: Not applicable. No non-residential uses are proposed.

48.050 ONE-WAY VEHICULAR ACCESS POINTS

Comment: Not applicable. No one-way vehicular access points are proposed.

48.060 WIDTH AND LOCATION OF CURB CUTS AND ACCESS SEPARATION REQUIREMENTS

A. Minimum curb cut width shall be 16 feet.

Comment: All driveway curb cuts will comply with the minimum 16' standard. Compliance will be reviewed at the time of building permit application.

B. Maximum curb cut width shall be 36 feet, except along Highway 43 in which case the maximum curb cut shall be 40 feet. For emergency service providers, including fire stations, the maximum shall be 50 feet.

Comment: No curb cuts greater than 36 feet will be proposed.

C. No curb cuts shall be allowed any closer to an intersecting street right-of-way line than the following:

- 1. On an arterial when intersected by another arterial, 150 feet.*
- 2. On an arterial when intersected by a collector, 100 feet.*
- 3. On an arterial when intersected by a local street, 100 feet.*
- 4. On a collector when intersecting an arterial street, 100 feet.*
- 5. On a collector when intersected by another collector or local street, 35 feet.*
- 6. On a local street when intersecting any other street, 35 feet.*

Comment: Not applicable. Calaroga Drive is a local street and there are no intersecting streets within the project area.

D. There shall be a minimum distance between any two adjacent curb cuts on the same side of a public street, except for one-way entrances and exits, as follows:

- 1. On an arterial street, 150 feet.*
- 2. On a collector street, 75 feet.*
- 3. Between any two curb cuts on the same lot or parcel on a local street, 30 feet.*

Comment: The 30-foot separation distance to other driveways on Calaroga Drive, a local street, will be met.

E. A rolled curb may be installed in lieu of curb cuts and access separation requirements.

Comment: This standard is informational only. Discussions with City staff indicate a standard curb would apply, but a fee-in-lieu of construction is proposed in this instance.

- F. For non-residential development, curb cuts shall be kept to the minimum, particularly on Highway 43. Consolidation of driveways is preferred. The standard on Highway 43 is one curb cut per business if consolidation of driveways is not possible.*

Comment: Not applicable. Only residential uses are proposed.

- G. Clear vision areas shall be maintained, pursuant to Chapter 42 CDC, and required line of sight shall be provided at each driveway or accessway, pursuant to the West Linn Public Works Design Standards. (Ord. 1270, 1990; Ord. 1584, 2008; Ord. 1636 § 35, 2014; Ord. 1745 § 1 (Exh. A), 2023)*

Comment: Clear vision areas will be provided as required by this standard. Compliance will be reviewed at the time of building permit submission.

48.070 PLANNING DIRECTOR'S AUTHORITY TO RESTRICT ACCESS APPEAL PROVISIONS

Comment: No traffic congestion or other unusual conditions exist that would warrant the Planning Director limiting access onto Calaroga Drive.

48.080 BICYCLE AND PEDESTRIAN CIRCULATION

Comment: No bicycle or pedestrian circulation improvements are proposed other than sidewalks for this site. Bicycle and pedestrian ways are not warranted per the provisions of CDC 85.200, as discussed below.

75.020 CLASSIFICATION OF VARIANCES

A Class I variance is requested to allow a reduction of less than 5 percent to the R-10 minimum lot size standard of 10,000 sq. ft. Parcel 1 will be reduced for the purpose of creating a more buildable building envelope on Parcel 2. The requested variance meets the approval criteria of this chapter as follows:

- A. Class I Variance. Class I variances provide minor relief from certain code provisions where it can be demonstrated that the modification will not harm adjacent properties, and it conforms with any other code requirements. Class I variances are allowed for the following code provisions:*

- 1. Required Yard and Minimum Lot Dimensional Requirements. Required yards may be modified up to 20 percent, lot dimensions by up to 10 percent and lot area by up to five percent if the decision-making authority finds that the resulting approval:*

Comment: The proposed lot area of Parcel 1 will be no less than 9,500 sq. ft. This reduction conforms to the five percent standard.

a. Provides for a more efficient use of the site;

Comment: The proposed reduction in lot area creates a larger building envelope on Parcel 2. The shape of Parcel 2 would otherwise constrain building a home on that lot that is comparable in size to others commonly found in this neighborhood. This results in a more efficient use of the site by allowing development of three lots on the property.

b. Preserves and incorporates natural features into the overall design of the project;

Comment: The larger area of Parcel 2 that is allowed by this variance may aid in allowing for the removal of fewer trees in that area of the site.

c. Does not adversely affect adjoining properties in terms of light, air circulation, noise levels, privacy, and fire hazards; and

Comment: The reduction in lot size by 500 sq. ft. or less will have no measurable impact on adjoining properties. As shown on the Tentative Plan, standard R-10 building setbacks will be maintained so that there is no greater impact on adjacent properties in terms of light, air circulation, noise levels, privacy, and fire hazards than for any other R-10 lot in the City. Further, the existing homes on Calaroga Circle that abut Parcel 1 are oriented towards that street. This means that they have rear yards of at least 20 feet separating them from the proposed construction on Parcel 1 rather than a 7.5-foot side yard.

d. Provides for safe vehicular and pedestrian access to the site and safe on-site vehicular and pedestrian circulation.

Comment: Access to Parcel 1 will be unaffected by the proposed reduction in lot area. A driveway access onto Calaroga Drive is planned for the south portion of the lot frontage. This location will meet all access spacing standards and sight distance requirements for local streets. Calaroga Drive is a local street with low traffic volumes. For these reasons, vehicular and pedestrian safety will not be impacted by the reduction in lot area.

2. Repealed by Ord. 1754.

Comment: Not applicable due to repeal.

3. Dimensional sign requirements may be modified up to 10 percent if the decision-making authority finds that the proposed larger sign is:

Comment: Not applicable. No reduction to sign requirements is proposed.

4. *Landscaping requirements in the applicable zone may be modified up to 10 percent if the decision-making authority finds that the resulting approval:*

Comment: Not applicable. No changes to landscaping requirements are proposed.

Chapter 85 - LAND DIVISIONS – GENERAL PROVISIONS

85.170 SUPPLEMENTAL SUBMITTAL REQUIREMENTS FOR TENTATIVE SUBDIVISION OR PARTITION PLAN

The following information shall be submitted to supplement the tentative subdivision plan:

A. General.

1. *Narrative stating how the plan meets each of the applicable approval criteria and each subsection below.*

Comment: This narrative provides the information required by this subsection.

2. *Statement or affidavit of ownership of the tract (County Assessor's map and tax lot number).*

Comment: This information is provided on the application form and on the face of the Tentative Plan submitted with this application.

3. *A legal description of the tract.*

Comment: This information is provided in this narrative and on the face of the Tentative Plan.

4. *If the project is intended to be phased, then such a proposal shall be submitted at this time with drawing and explanation as to when each phase will occur and which lots will be in each phase.*

Comment: Not applicable. No phasing is proposed.

5. *Where the land to be subdivided or partitioned contains only a part of the contiguous land owned by the developer, the Commission or Planning Director,*

as applicable, shall require a master plan of the remaining portion illustrating how the remainder of the property may suitably be subdivided.

Comment: Not applicable. The applicant does not own any other contiguous land.

6. *Where the proposed subdivision site includes hillsides, as defined in CDC 02.030 Type I and II lands, or any lands identified as a hazard site in the West Linn Comprehensive Inventory Plan Report, the requirements for erosion control as described in CDC 85.160(F)(2) shall be addressed in a narrative.*

Comment: Not applicable. The property does not contain any Type I or II lands.

7. *Table and calculations showing the allowable number of lots under the zone and how many lots are proposed.*

Comment: Density calculations are provided in this narrative and on the Tentative Plan.

8. *Map and table showing square footage of site comprising slopes by various classifications as identified in CDC 55.110(B)(3).*

Comment: The entire site has slopes less than 5 percent in grade. This information satisfies the intent of this requirement.

B. Transportation.

1. *Centerline profiles with extensions shall be provided beyond the limits of the proposed subdivision to the point where grades meet, showing the finished grade of streets and the nature and extent of street construction. Where street connections are not proposed within or beyond the limits of the proposed subdivision on blocks exceeding 330 feet, or for cul-de-sacs, the tentative plat or partition shall indicate the location of easements that provide connectivity for bicycle and pedestrian use to accessible public rights-of-way.*

Comment: Not applicable. No new roads are proposed. Only frontage improvements along Calaroga Drive would apply and they will match the existing road grade. No construction is proposed, as the project meets the criteria for payment of a fee-in-lieu of construction.

2. Traffic impact analysis (TIA).

- a. Purpose. *The purpose of this section is to implement Section 660-012-0045(2)(e) of the State Transportation Planning Rule that requires the City to*

adopt a process to apply conditions to development proposals in order to minimize adverse impacts to and protect transportation facilities. This section establishes the standards for when a proposal must be reviewed for potential traffic impacts; when a Traffic Impact Analysis must be submitted with a development application in order to determine whether conditions are needed to minimize impacts to and protect transportation facilities; what must be in a traffic impact analysis; and who is qualified to prepare the study.

b. Typical average daily trips. The latest edition of the Trip Generation Manual, published by the Institute of Transportation Engineers (ITE) shall be used as the standards by which to gauge average daily vehicle trips.

c. Traffic impact analysis (no dwellings). For development applications that do not propose any new dwelling units, a traffic impact analysis may be required to be submitted to the City with a land use application, when the following conditions apply:

Comment: This subsection does not apply. The proposed partition has one existing residence and would create two new parcels for residential development. Trips generated for the two new homes would be less than 20 per day.

d. Traffic impact analysis (dwellings). For development applications that propose new dwelling units, an applicant must submit a traffic impact analysis unless the application is exempt from this requirement pursuant to subsection (B)(2)(d)(6) of this section. Failure to submit the analysis will result in an incomplete application. The applicant shall prepare the analysis in accordance with the following:

6) A transportation impact study is not required under this section if:

(A) The proposed development will generate no more than 250 average daily trips as determined by using the Institute of Transportation Engineers Trip Generation Manual (11th edition); or

Comment: The proposed development would provide three parcels, one of which is developed with an existing home. Two new single-family homes would generate less than 20 trips per day per the ITE manual. Staff have agreed that a TIA is not required since the threshold is not met.

e. Traffic impact analysis (dwellings – discretionary review). As an alternative to the process outlined in subsection (B)(2)(d) of this section, an applicant may choose to follow the process in subsection (B)(2)(c) of this section.

Comment: Not applicable. No TIA is required for this project.

f. Traffic impact analysis requirements.

Comment: Not applicable. No TIA is required for this project per subsection 85.170.B.2.d.6.A.

g. Approval criteria (discretionary review). The following criteria apply to development applications that do not propose any new dwelling units, or for applications that include dwellings and that elect to use the TIA process outlined in subsection (B)(2)(d) of this section:

Comment: Not applicable. No TIA is required for this project per subsection 85.170.B.2.d.6.A. and because the proposed development is residential in nature.

h. Approval criteria (dwellings). The following criteria apply to development applications that include new dwelling units, unless the applicant elects to use the TIA process outlined in subsection (B)(2)(d) of this section:

Comment: Not applicable. No TIA is required for this project per subsection 85.170.B.2.d.6.A.

i. Conditions of approval (discretionary review).

Comment: Not applicable. No TIA is required for this project per subsection 85.170.B.2.d.6.A.

j. Conditions of approval (dwellings).

Comment: Not applicable. No TIA is required for this project per subsection 85.170.B.2.d.6.A.

C. Grading.

1. If areas are to be graded, a plan showing the location of cuts, fill, and retaining walls, and information on the character of soils, shall be provided. The grading plan shall show proposed and existing contours at intervals per CDC 85.160(E)(2).

Comment: No grading is proposed in conjunction with the partitioning of the property. Grading plans for future homes will be reviewed at the time of building permit application.

D. Water, E. Sewer, and F. Storm.

Comment: Please refer to the Preliminary Utility Plan prepared by the Engineers for the project, Theta Engineering, Inc. This plan and the supporting infiltration report provide the information required by these subsections.

G. Service provider permit. *A Tualatin Valley Fire and Rescue service provider permit shall be provided.*

Comment: Please refer to the TVF & R service provider permit submitted with this application.

85.200 APPROVAL CRITERIA

No tentative subdivision or partition plan shall be approved unless adequate public facilities will be available to provide service to the partition or subdivision area prior to final plat approval and the Planning Commission or Planning Director, as applicable, finds that the following standards have been satisfied, or can be satisfied by condition of approval.

A. Streets.

General Comment: No new streets are proposed with this project. All parcels will take access from Calaroga Drive. Please refer to comments below on each subsection.

1. Purpose and guiding principles. *The purpose of these standards is to promote safe, efficient, and convenient options for walking, bicycling, and driving while accommodating access to individual properties, as needed, and access to transit. The following principles shall guide land division applications:*

Comment: This is an informational subsection that provides general guidance to principles of street design. It contains no clear and objective standards. As the proposed development contains no new street, there is no need to discuss the provisions of this subsection.

2. *In situations where the level-of-service or volume-to-capacity performance standard for an affected City or State roadway is currently failing or projected to fail to meet the standard at a date determined within a traffic impact analysis, and an improvement project is not programmed, the development shall avoid further degradation of the affected transportation facility. Mitigation must be provided to bring the facility performance standard to existing conditions at the time of occupancy.*

Comment: This subsection does not apply. Information provided by City Engineering at the pre-application conference indicates that there is adequate capacity in the streets in this area. A TIA was not warranted based upon the minimal number of trips to be generated.

3. Tree protection.

Comment: No new streets are proposed.

4. Street connections. *The developer shall make all local street connections identified in the Transportation System Plan, Table 17 and Figure 12, that are within the boundaries of the project.*

Comment: No other street connections are required by the TSP.

5. Street improvements.

a. *Streets that are internal to the land division site are the responsibility of the developer. All streets bordering the development site are to be developed by the developer with, typically, half-street improvements to the City of West Linn Public Works Design Standards. Additional travel lanes may be required to be consistent with adjacent road widths or to be consistent with the adopted Transportation System Plan (TSP), Tables 26 through 30 and Exhibits 6 through 9.*

Comment: Per the requirements of this section, the applicant is responsible for half-street improvements along the Calaroga Drive frontage.

b. *Waiver of required street improvements and in-lieu fee. An applicant may submit a written request for a waiver of abutting street improvements if the improvement would be prohibited by the TSP. When a requested waiver is granted, the applicant shall pay an in-lieu fee equal to the estimated cost, accepted by the City Engineer, of the otherwise required street improvements. As a basis for this determination, the City Engineer shall consider the cost of similar improvements in recent development projects and may require up to three estimates from the applicant. The amount of the fee shall be established prior to the Planning Commission's decision on the associated application. The in-lieu fee shall be used for in-kind or related improvements.*

Comment: Calaroga Drive is a local street that is located in an existing neighborhood where there are no curbs, sidewalks or planter strips. The road is paved to a width of approximately 24 feet and is in good condition. Local street standards would require the installation along the property frontage of a curb, six-foot planter strip, and six-foot sidewalk. Because the property is located more than a quarter of a mile from any streets

having such improvements, a waiver to allow payment of a fee-in-lieu of construction of frontage improvements is requested.

6. Street widths. Street widths shall depend upon the classification of street proposed. The classifications and required cross sections are established in the adopted TSP, Tables 26 through 30 and Exhibits 6 through 9.

Comment: Table 85-1 would require the following minimum half-street improvements for a local street: 12' travel lane, .5' curb, 6' landscape strip, and 6' sidewalk. These improvements will fit within the existing 25' half-street (50 feet total) right-of-way width of Calaroga Street. As discussed above, a waiver to allow a fee-in-lieu of construction is proposed.

7. The decision-making body shall consider the City Engineer's recommendations on the desired right-of-way width, pavement width and geometry for streets within or adjacent to the subdivision. To approve a street design less than the width in Table 85-1, the applicant shall demonstrate with proper documentation that one of the following applies:

Comment: The existing right-of-way conforms to the minimum requirements of Table 85-1.

8. Reserve strips. Reserve strips or street plugs controlling the access to streets are not permitted unless owned by the City.

Comment: Not applicable. No dead-end streets are proposed.

9. Alignment. All streets other than local streets or cul-de-sacs shall be in alignment with existing streets by continuations of the centerlines thereof. The staggering of street alignments resulting in "T" intersections shall leave a minimum distance of 200 feet between the centerlines of streets having approximately the same direction and otherwise shall not be less than 100 feet. Exceptions to these requirements shall only be approved if the applicant demonstrates that compliance is not practical through a discretionary review.

Comment: Not applicable. No intersections exist or would be created in the project area.

10. Future extension of streets. The street system of a proposed development shall be designed to connect to existing, proposed, and planned streets adjacent to the development.

Comment: Not applicable. The existing development pattern is well established in this area and there are no areas where significant redevelopment is likely. No future street extensions are proposed or needed.

11. Intersection angles.

Comment: Not applicable. There are no intersections existing or proposed.

12. Additional right-of-way for existing streets. *Wherever existing street rights-of-way adjacent to or within a tract are of inadequate widths based upon the standards of this chapter, additional right-of-way shall be dedicated at the time of subdivision or partition.*

Comment: As discussed above, the existing right-of-way of Calaroga Terrace is wide enough to provide for the minimum local street improvements established in Table 85-1.

13. Cul-de-sacs.

Comment: Not applicable. No cul-de-sacs are proposed.

14. Street names.

Comment: Not applicable. No new streets will be created.

15. Grades and curves. *Grades and horizontal/vertical curves shall meet the West Linn Public Works Design Standards.*

Comment: Not applicable. No new street construction is proposed.

16. Access to local streets.

Comment: This section does not apply. It contains standards relating to potential intersections of local streets with arterial streets. There are no arterial streets in this area and on intersections of any kind are proposed.

17. Alleys.

Comment: Not applicable. No alleys are proposed and none are required for residential development by these standards.

18. Sidewalks.

Comment: Sidewalks would normally be required with frontage improvements, but a waiver to allow a fee-in-lieu of construction is proposed.

19. Planter strip. *The planter strip is between the curb and sidewalk providing space for a grassed or landscaped area and street trees. The planter strip shall be at least six feet wide to accommodate a fully matured tree*

Comment: A planter strip would normally be required with frontage improvements, a waiver to allow a fee-in-lieu of construction is proposed.

20. *Streets and roads shall be dedicated without any reservations or restrictions.*

Comment: Not applicable. No street dedication is proposed.

21. *All lots in a subdivision shall have access to a public street. Lots created by partition may have access to a public street via an access easement pursuant to the standards and limitations set forth for such accessways in Chapter 48 CDC.*

Comment: All lots in this partition have direct frontage on a public street.

22. Gated streets. *Gated streets are prohibited in all residential areas on both public and private streets. A driveway to an individual home may be gated.*

Comment: No gated streets are proposed.

23. Entryway treatments and street isle design. *When the applicant proposes to construct certain walls, planters, and other architectural entryway treatments within a subdivision, the following standards shall apply:*

Comment: No entry streets are proposed so these provisions are not applicable.

24. *Based upon the determination of the City Manager or the Manager's designee, the applicant shall construct or cause to be constructed, or contribute a proportionate share of the costs, for all necessary off-site improvements identified by the traffic impact analysis commissioned to address CDC 85.170(B)(2) that are required to mitigate impacts from the proposed subdivision. The proportionate share of the costs shall be determined by the City Manager or Manager's designee, who shall assume that the proposed subdivision provides improvements in rough proportion to identified impacts of the subdivision. Off-site transportation improvements will include bicycle and pedestrian improvements as identified in the adopted City of West Linn TSP, Figures 6, 7 and 10 and Tables 4 and 6.*

Comment: Per discussions with City staff at the pre-application conference, no offsite improvements are proposed that would require participation by this development in costs of their construction. The impact of this project is extremely small given that only two new parcels will be created. Transportation SDCs will be collected in conjunction with new home construction that will contribute to needed improvements to the transportation system.

B. Blocks and lots.

1. *Purpose. The length, width, and shape of blocks shall be designed with due regard for the provision of adequate building sites for the use contemplated; consideration of the need for traffic safety, convenience, access, circulation, and control; and recognition of limitations and opportunities of topography and solar access.*

Comment: This subsection is informational only and contains no objective standards.

2. *Sizes.*

a. *Except as required under subsection (B)(2)(c) of this section, block lengths shall not exceed 800 feet, except for blocks adjacent to arterial streets or unless topographical conditions or the layout of adjacent streets justifies a variation as part of a discretionary review.*

Comment: The existing block between the two intersections of Calaroga Circle with Calaroga Drive is approximately 464 feet. This standard is met.

b. *Designs of proposed intersections shall demonstrate sight distances consistent with the West Linn Public Works Design Standards.*

Comment: Not applicable. No new intersections are proposed.

c. *Subdivisions of five or more acres that involve construction of a new street shall have block lengths of no more than 530 feet, unless an exception is granted as part of a discretionary review, based on one or more of the following:*

Comment: Not applicable. The proposed development is a partition and is less than 5 acres in size.

d. *If block lengths are greater than 530 feet, accessways on public easements or right-of-way for pedestrians and cyclists shall be provided not more than 330 feet apart.*

Comment: The existing distance between the two intersections of Calaroga Circle with Calaroga Drive is approximately 464 feet. Since it does not exceed 530 feet, no accessways are required.

e. If streets must cross water features protected pursuant to UGMFP Title 3, a crossing must be provided every 800 to 1,200 feet unless habitat quality or the length of the crossing prevents a full street connection.

Comment: Not applicable. No crossings of water features protected by this subsection are proposed.

3. Lot size and shape. Lot or parcel sizes and dimensions shall conform to the minimum standards of the CDC, unless as allowed by planned unit development (PUD). No lot or parcel shall be dimensioned to contain part of an existing or proposed street. All lots or parcels shall be buildable. "Buildable" describes lots that are free of constraints such as wetlands, drainageways, etc., that would make home construction impossible.

Comment: Lot or parcel sizes and dimensions of the proposed lots conform to the minimum standards of the CDC, as demonstrated in the discussion of R-10 dimensional standards, above. The proposed new lots have property lines that are approximately perpendicular to the street. There are no wetlands, drainageways or other constraints on the property that would limit the ability to build homes on the lots.

4. Access. Access to subdivisions, partitions, and lots shall conform to the provisions of Chapter 48 CDC, Access, Egress and Circulation.

Comment: Please see discussion of compliance with Chapter 48 above in this narrative.

5. Through lots and parcels. Through lots and parcels have frontage on a street at the front and rear property lines. Through lots and parcels shall be avoided except where they are necessary to avoid residential lots with frontage on arterial streets.

Comment: No through lots are proposed.

6. Lot and parcel side lines. The side lot lines of lots and parcels shall run at right angles to the street upon which they face, except that on curved streets they shall be radial to the curve.

Comment: The proposed new lots have property lines that are approximately perpendicular to the street, as required by this subsection.

7. Flag lots.

Comment: Not applicable. No flag lots are proposed.

8. Large lots or parcels. In dividing tracts into large lots or parcels that are more than double the minimum area designated by the zoning district:

- a. Those lots must be arranged so as to allow further subdivision, and must contain such easements and site restrictions as will provide for extension and opening of future streets where it would be necessary to serve potential lots; or*
- b. Alternately, in order to prevent further subdivision or partition of oversized and constrained lots or parcels, restrictions may be imposed on the subdivision or partition plat.*

Comment: Not applicable. No lots large enough to redivide are proposed.

C. Pedestrian and bicycle trails.

Comment: No pedestrian or bicycle paths are proposed. No bicycle improvements in this area are listed on the Bicycle Master Plan.

D. Transit facilities.

Comment: Not applicable. No transit facilities are proposed or required as there is no TriMet service along Calaroga drive.

E. Lot grading.

Comment: The subject property is relatively flat, with grades less than 5 grade. Grading of the proposed building sites will conform to City standards. Compliance for individual homes will be reviewed at the time of building permit application.

F. Water.

Comment: An eight-inch City water line is available in Calaroga Drive to serve the partition.

G. Sewer.

Comment: There is an existing 8-inch public sewer line in Calaroga Drive to serve the proposed partition.

H. Storm.

Comment: There is no storm sewer in Calaroga Drive or in the immediate vicinity of the subject property. Site soils, however, do infiltrate water at a rate sufficient to allow for the use of subsurface infiltration to handle water runoff from new homes and driveways. A drywell system is proposed to be used for this purpose. Please refer to the Preliminary Utility Plan and infiltration report.

I. Utility easements. Per City standards, an 8'-wide Public Utility Easements will be provided along Claroga Drive as shown on the Tentative Plan. No other easements are needed to service the proposed partition.

J. Supplemental provisions.

1. Wetland and natural drainageways. Comment: There are no wetlands or natural drainageways on or abutting the subject property.
2. Willamette and Tualatin Greenways. Comment: Not applicable. The property is not in the Greenway areas and there are no Habitat Conservation Areas on the subject property.
3. Street trees. Comment: Street trees will be provided as required by the Park Department. Locations for street trees will be indicated on the construction engineering plans. For stormwater purposes, the species will need to be evergreen. Lindey's Skyward Bald Cypress is suggested, but a final selection will be made as a part of the final engineering process.
4. Lighting. Comment: Underground utilities will be provided with the construction of Ridge Lane. Existing powerlines along the entire stretch of Rosemont Road from Summit Street to approximately Shannon Lane. Discussions with Public Works staff at the pre-application conference indicate that these lines do not need to be relocated underground.
5. Dedications and exactions. Comment: No new dedications or exactions to service off-site properties are anticipated in conjunction with this application.
6. Underground utilities. Comment: All new utilities within the development will be placed underground, as required by this section.
7. Density requirement. Comment: The density calculations shown on the Tentative Plan demonstrate that the maximum density permitted on this site is 3 units. The proposed number of lots is three.
8. Mix requirement. Comment: Not applicable. This requirement only applies in the R-2.1 and R-3 zones. The subject property is zoned R-10.
9. Heritage trees/significant tree and tree cluster protection. Comment: No heritage trees, as defined in the Municipal Code, are present on the site. Other existing trees are mapped on the Existing Conditions Map and Tree Plan.
10. Annexation and street lights. Comment: Not applicable. The subject property is within the city limits.

Chapter 92, Required Improvements

92.010 PUBLIC IMPROVEMENTS FOR LAND DIVISIONS

The following improvements shall be installed at the expense of the developer and meet all City codes and standards:

A. Streets within subdivisions.

Comment: This subsection is not applicable in its entirety as the proposal is for a partition, not a subdivision.

92.020 IMPROVEMENTS IN PARTITIONS

The same improvements shall be installed to serve each parcel of a partition as are required of a subdivision, as specified in CDC 92.010. However, if the approval authority finds that the nature of development in the vicinity of the partition makes installation of some improvements unreasonable, at the written request of the applicant those improvements may be waived. If the street improvement requirements are waived, the applicant shall pay an in-lieu fee for off-site street improvements, pursuant to the provisions of CDC 85.200(A)(1).

In lieu of accepting an improvement, the Planning Director may recommend to the City Council that the improvement be installed in the area under special assessment financing or other facility extension policies of the City.

Comment: As discussed under CDC 85.200, above, a waiver to street improvements for Calaroga Drive is requested. as specified in the pre-application conference notes.

92.030 IMPROVEMENT PROCEDURES

Comment: Other than street frontage improvements, which are requested to be waived, no public improvements are required for this project. Sewer laterals, water meters, and storm drainage features will be reviewed at the time of building permit application. A conceptual design of these improvements is shown on the Preliminary Utility Plan submitted with this application.

92.040 SPECIFICATIONS FOR IMPROVEMENTS

Comment: No public improvements are proposed.

92.050 CHANGES IN SUBDIVISION PHASE NUMBERS PROHIBITED

Comment: Not applicable. The application is for a partition, not a subdivision.

Chapter 96, STREET IMPROVEMENT CONSTRUCTION

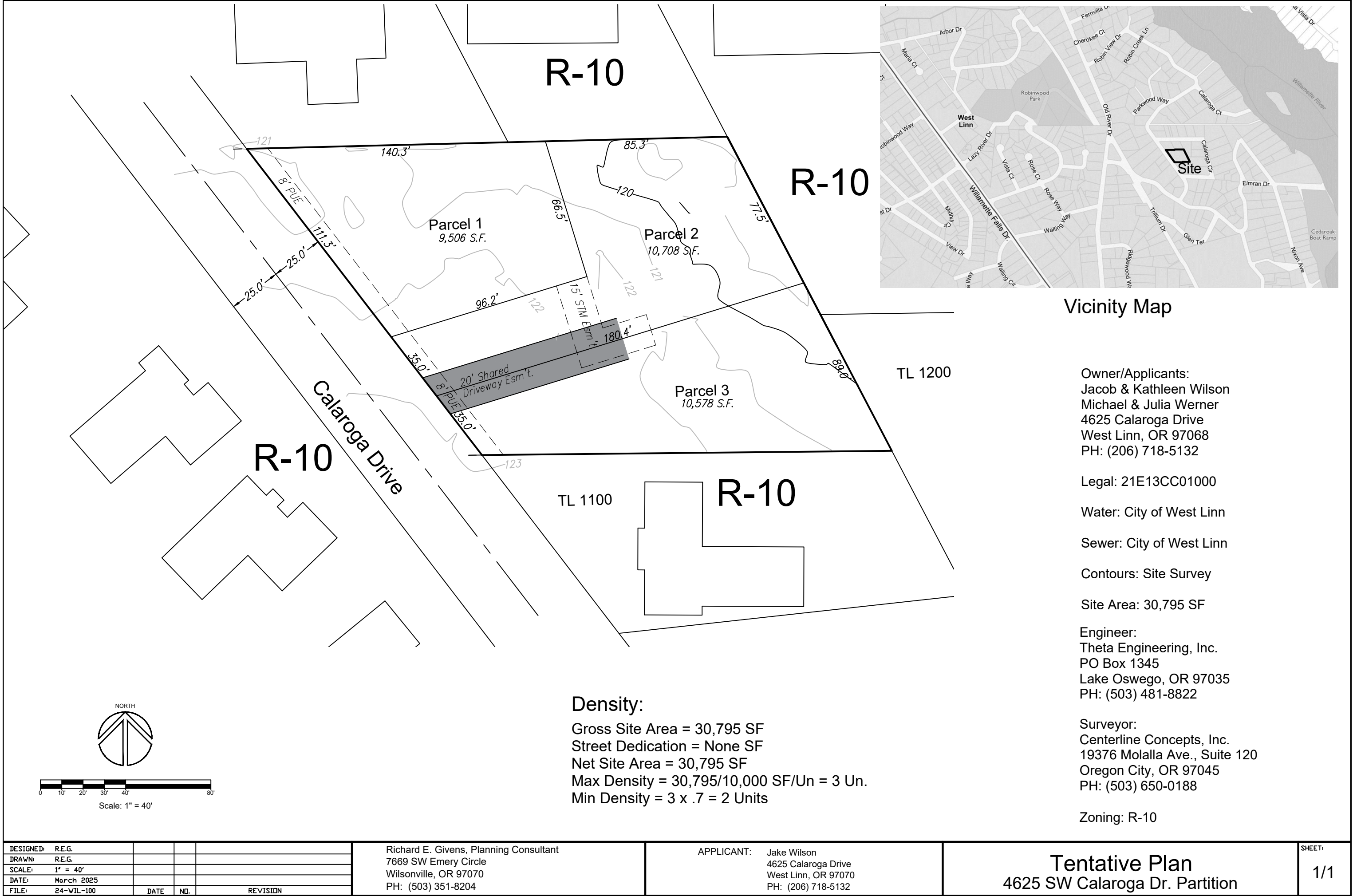
Comment: A waiver of street frontage improvements is requested. A fee-in-lieu of construction is proposed. Please refer to discussion under CDC 85.200.

Chapter 99: Procedures for Decision Making: Quasi-Judicial

This chapter sets forth the procedures to be followed in making a decision on a quasi-judicial land use application. The proposed partition is such a quasi-judicial proposal. The application materials and fee submitted with this application constitute the applicant's responsibilities towards the fulfillment of these requirements. The City will provide public notice and will follow these procedures in the review of this application.

Conclusion:

The materials submitted in this narrative, attached plans, and application form demonstrate that the proposed development conforms to the applicable approval criteria. The applicant requests that the application be approved.



Vicinity Map

Owner/Applicants:
Jacob & Kathleen Wilson
Michael & Julia Werner
4625 Calaroga Drive
West Linn, OR 97068
PH: (206) 718-5132

Legal: 21E13CC01000

Water: City of West Linn

Sewer: City of West Linn

Contours: Site Survey

Site Area: 30,795 SF

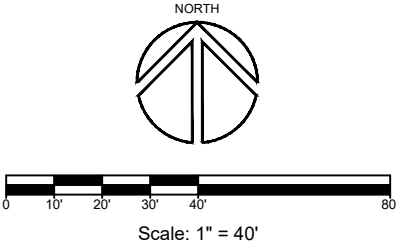
Engineer:
Theta Engineering, Inc.
PO Box 1345
Lake Oswego, OR 97035
PH: (503) 481-8822

Surveyor:
Centerline Concepts, Inc.
19376 Molalla Ave., Suite 120
Oregon City, OR 97045
PH: (503) 650-0188

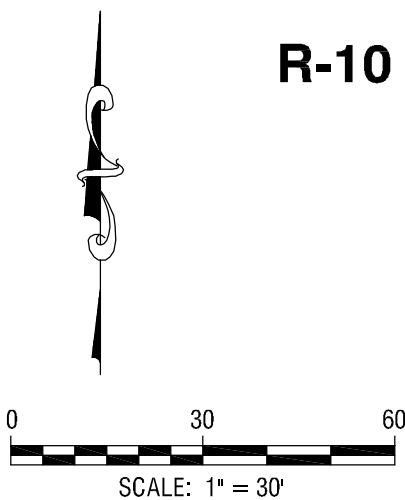
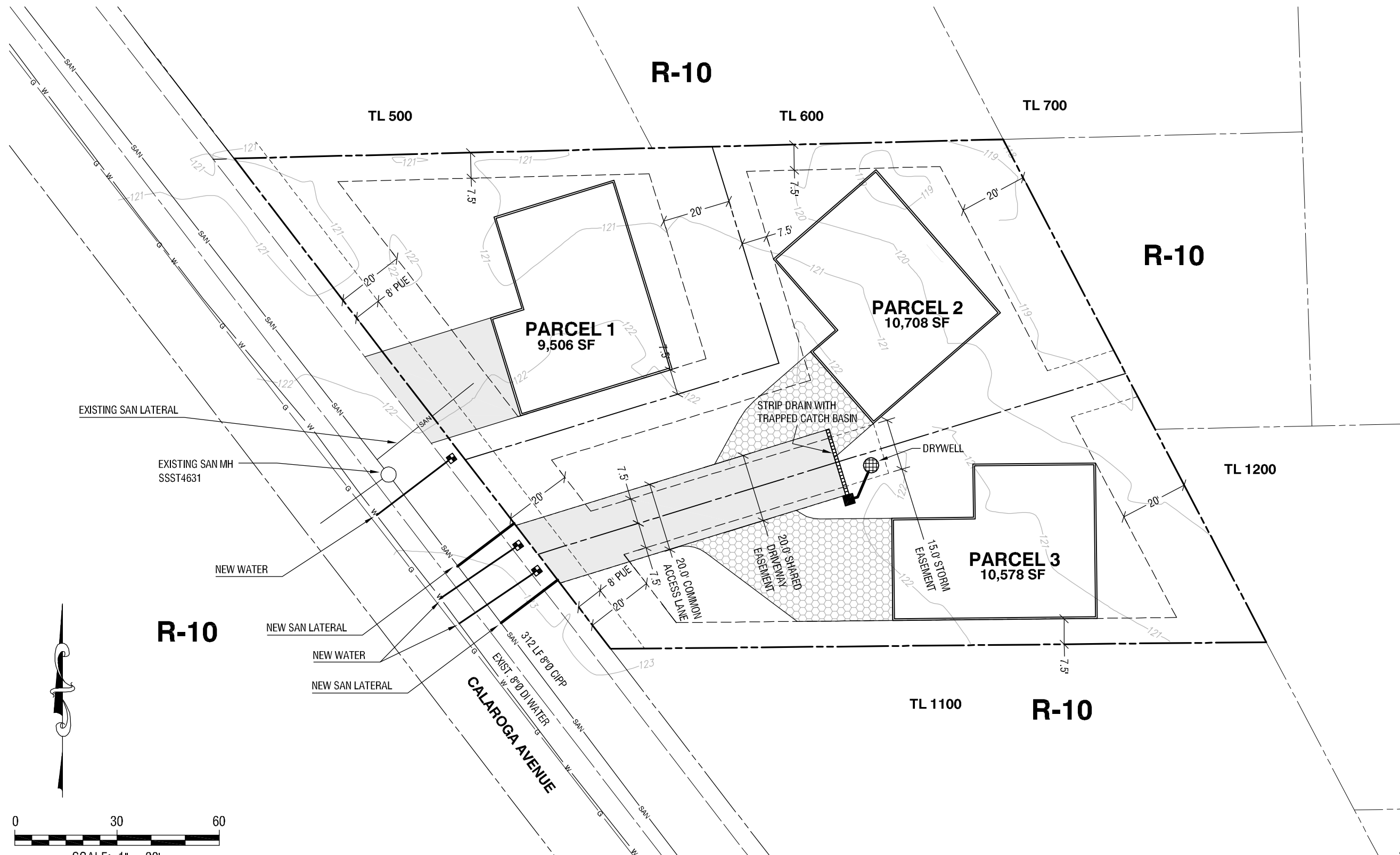
Zoning: R-10

Density:

Gross Site Area = 30,795 SF
Street Dedication = None SF
Net Site Area = 30,795 SF
Max Density = 30,795/10,000 SF/Un = 3 Un.
Min Density = 3 x .7 = 2 Units



DESIGNED: R.E.G.				Richard E. Givens, Planning Consultant	APPLICANT: Jake Wilson	Tentative Plan 4625 SW Calaroga Dr. Partition	SHEET: 1/1
DRAWN: R.E.G.				7669 SW Emery Circle	4625 Calaroga Drive		
SCALE: 1" = 40'				Wilsonville, OR 97070	West Linn, OR 97070		
DATE: March 2025				PH: (503) 351-8204	PH: (206) 718-5132		
FILE: 24-WIL-100	DATE	NO.	REVISION				



EXPIRES: 06/30/2025
SIGNATURE DATE: 03/27/2025

2025-497

DESIGNED:	BDG
DRAWN:	BJS
SCALE:	As Noted
DATE:	March, 2025
FILE:	Calaroga Utility1

Theta, llc
ENGINEERING - SURVEYING - PLANNING
PO Box 1345
Lake Oswego, Oregon 97035

503/481-8822
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Jake Wilson
3955 Calaroga Circle
West Linn, Oregon 97068

4625 Calaroga Dr.
West Linn, Oregon

PRELIMINARY UTILITY PLAN



PRELIMINARY STORM ANALYSIS

4625 CALAROGA DRIVE

WEST LINN, OREGON

Narrative:

This property is being redeveloped with the removal of the existing house and dividing the land into three new house sites. The final layout is still in flux, but an onsite infiltration test has been conducted showing that onsite disposal is possible. The field rate was found to be 7.25 inches per hour. The property is generally flat (approximately 2% towards the rear. No street improvements are proposed.

Approach:

Using the Portland simplified method individual drywells are proposed, to be finalized with final plans and known house impervious areas.

References:

1. Centerline Concepts
2. West Linn Storm Water design standards
3. Portland Stormwater manual
4. Rapid Soil Solutions

Design Guidelines

The City of West Linn Public Works Design Standards Section 3.0013. specifies all Water Quality facilities shall meet the design requirements of the current Portland Stormwater Manual for both quantity and quality.

Infiltration:

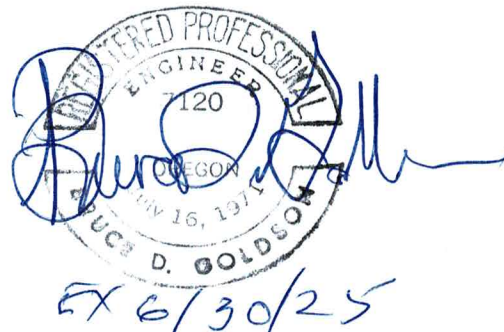
7.25 inches per hour makes an infiltration facility feasible.

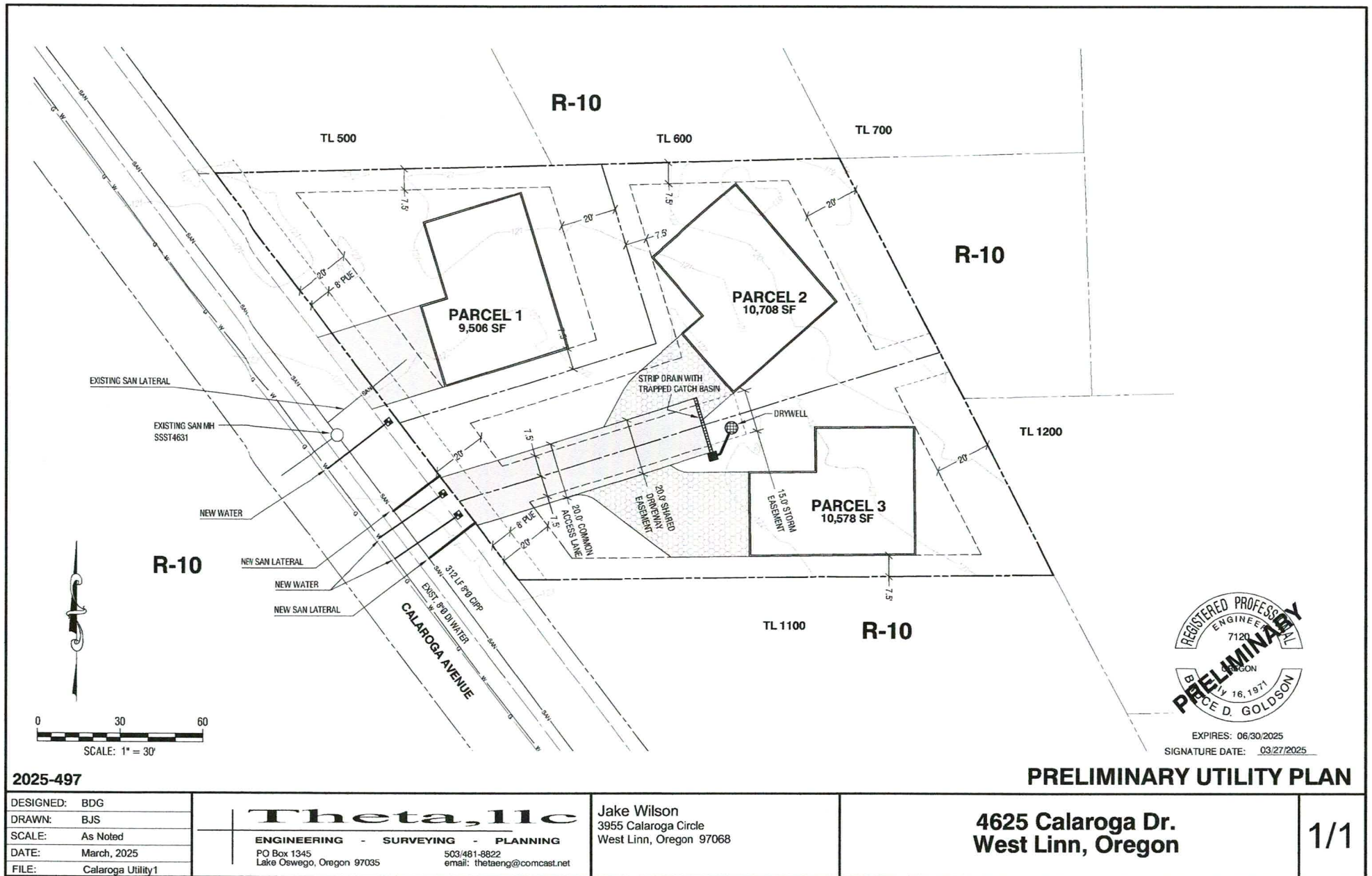
Calculations:

Sizing to be determined with final layout of the common drive and with the building permits for the new houses.

Prepared by:

Bruce D. Goldson, PE
Theta, LLC
March 31, 2025
2024-497







CITY OF PORTLAND
Stormwater
Management
Manual

SIMPLIFIED APPROACH FORM

PROJECT INFORMATION WORKSHEET

Project/Permit Number: _____

Land Use Case Number: _____

Contact Name: _____

Phone: _____

Email: _____

Site Address/R Number(s) for all parcels: _____

Project Description: _____

Existing impervious area: _____ ft²

Total NEW impervious area: _____ ft²

SITE CHARACTERISTICS

S.1 Do slopes exceed 25% anywhere within the project area? ☐ Yes ☐ No

S.2 Are there springs, seeps, or a high groundwater table within the project area? ☐ Yes ☐ No

S.3 Geotech Report? ☐ Yes ☐ No

S.4 Infiltration Test? ☐ Yes ☐ No

See back of form for required certifications.

SIMPLE PIT INFILTRATION TEST PROCEDURE

The person performing this test does not need a professional credential.

Test instructions:

1. Conduct the test in and/or near the location of the proposed infiltration facility.
2. Excavate a 2' by 2' pit to a depth of: 2' below grade for facilities less than 2' deep or 3' below grade for facilities greater than 2' deep. Check for standing water or hardpan soil preventing excavation. If either is present, document conditions on this form and **do not** proceed with the test.
3. Fill the pit with at least 12 inches of water and record the initial water depth and the time when the test starts. Check the water depth at regular intervals until all of the water has been absorbed or for 1 hour, whichever occurs first. Record the time and final water depth at the end of the test.
4. Repeat the process two more times for a total of three rounds. Conduct the tests in succession to accurately characterize the soil's infiltration rates at different levels of saturation. The third test provides the best measure of the infiltration rate when saturated.
5. Record infiltration test data in the table below and certify the results. Uncertified test results will not be accepted.

Required Infiltration Testing

Date of Test: _____

Depth of Excavation (ft): _____

Depth of Proposed Facility: _____

	TEST 1	TEST 2	TEST 3
A. Time (of day)			
B. Duration (minutes; 1 hour maximum)			
C. Initial Water Depth (inches)			
D. Final Water Depth (inches)			
E. Infiltration Rate* (inches/hour)			

*Infiltration Rate = Initial Depth (in) - Final Depth (in) / Duration of Test (hours). hours = minutes/60

Test Pit Location (site plan sketch)

Key information to include: 1) Site or parcel; 2) Adjacent road(s) or cross street(s); 3) Test pit location with dimensions



SIMPLIFIED APPROACH FORM

PROPOSED STORMWATER FACILITIES

Proposed Stormwater Facilities

Please note: Each individual tax lot is required to manage the stormwater runoff it generates on the same lot to the maximum extent feasible (for new construction or redevelopment). The following table includes accepted Simplified Approach facilities **as described in Chapter 3 of the 2025 Stormwater Management Manual**. Copies of the manual are available at www.portland.gov.

STORMWATER FACILITY TYPE	AREA DRAINING TO FACILITY (SF)	FACILITY SIZING FORMULA	FACILITY SIZE (surface area of facility)
Ecoroof		Area x 1 (1:1 ratio)	
Pervious Pavement		Area x 1 (1:1 ratio)	
Rain garden		Area x 0.10	
Basin		Area x 0.09	
Planter		Area x 0.06	
Filter Strip		See sizing table in SWMM Chapter 3	
Driveway Center Strip		Min. width is 3 ft; max. length is 50 ft if slope is 10-15% (max. slope is 15%).	
Drywell		See Maximum Catchment Area Managed by a Single Drywell Table below	(Drywell diameter, depth number)
Soakage Trench		25 ft ² of trench per 500 ft ² of impervious area. (Depth = 1.5 ft; width & length vary)	
Surface Sand Filter		Area x 0.06	
TOTAL IMPERVIOUS AREA (Managed, new, and redeveloped)		Total impervious area must equal the total NEW AND REDEVELOPED impervious area being proposed.	

Maximum Catchment Area Managed by a Single Drywell (ft²)

MATERIAL Ring Diameter	PLASTIC 24 inches	CONCRETE 28 inches	CONCRETE 48 inches
2 ft deep	500 ft ²	NA	NA
5 ft deep	NA	1,000 ft ²	2,500 ft ²
10 ft deep	NA	2,500 ft ²	4,500 ft ²
15 ft deep	NA	3,500 ft ²	5,000 ft ²

No more than 2 plastic drywells allowed per catchment area.

Required Certifications

SIMPLE PIT TEST

Name of Tester

Signature of Tester

Date

PERSON RESPONSIBLE FOR APPLICATION ACCURACY

Contact Name—Printed

Signature

Date

Jacob Wilson
(206) 718-5132
Jacob.wilson653@gmail.com

24 February 2025

Re: Infiltration testing for 4625 Calaroga Drive, West Linn, OR

Dear Mr. Wilson,

Field Investigation:

Rapid Soil Solutions (RSS) has performed three (3) infiltration tests. Figure 1 below shows the project site location. Soils found on site match those in by DOGMI. RSS found very stiff fine-grained soils.

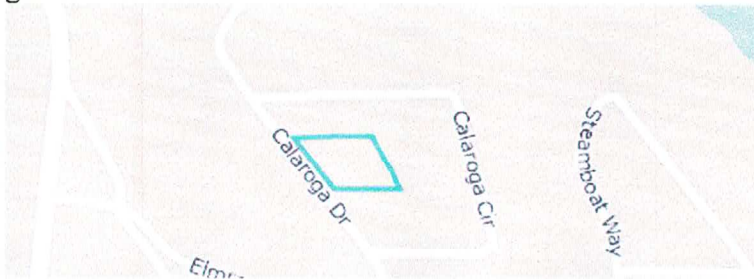


Figure 1

Infiltration Testing:

RSS perform three tests and the rate and results are summarized in the below table. Testing was done per the City of West Linn Storm water manual. See attached infiltration sheet for the soils found and location.

Location	Depth (ft)	Rate in/hr.
HA#1	6	7.25

Groundwater

Ground water is estimated to be greater than 20ft below the site. RSS excavated a another hole to a depth of 11ft and found no water at the site.



USGS 5059

The analysis, conclusions and recommendations contained in this report are based on site conditions as they existed at the time of explorations. Any questions regarding this report please contact me at the below number or email.

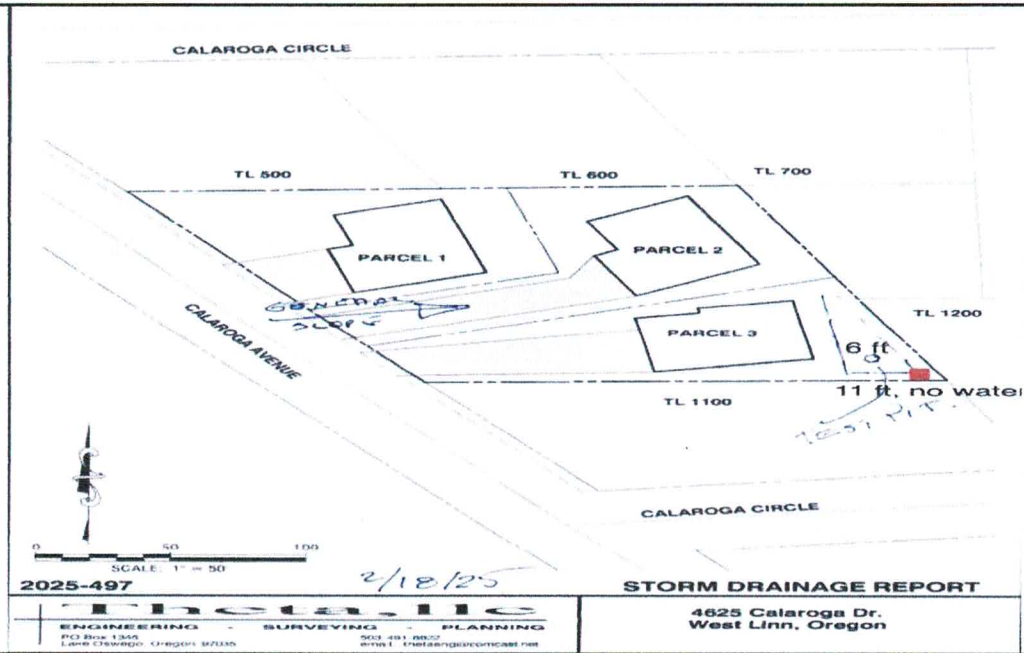
Sincerely,



EXPIRES:
12/31/2024

Mia Mahedy, PE GE.

Rapid Soil Solutions Infiltration Test Results



Preliminary Information

Location:	4625 Calaroga Dr, West Linn, OR.	Performed By: (Supervised by Mia Mahedy, PE, GE)	Rick Sands
Date & Time:	2-21-25, 12:30 pm	Instrument Used:	3-inch hand auger
Weather:	50, cloudy	Depth:	6 ft
HA # 1			
0-2 inches	Topsoil, 2 inches-2 ft, moist, tan, grey, dark orange, soft silty clay		
2-4 ft	Moist to damp, tan, grey, soft to medium stiffness, silty clay		
4-6 ft	Damp, tan, coarse, silty sand, medium stiffness. No ground water at 11 ft		
Time	Measurement (inches)	Level Refilled To (inches)	Rate (inches/hour)
1:00	14 1/8		
1:20	9.25		
1:40	5.5		
2:00	3 1/8	13.5	
2:20	10 7/8		
2:40	8 1/8		
3:00	6.5	13.5	
3:20	10 5/8		
3:40	8 3/8		
4:00	6.25		
Site Infiltration Rate (inches/hour)			7.25in/hr.

**FIRE CODE / LAND USE / BUILDING REVIEW
APPLICATION**



North Operating Center
11945 SW 70th Avenue
Tigard, OR 97223
Phone: 503-649-8577

South Operating Center
8445 SW Elligsen Rd
Wilsonville, OR 97070
Phone: 503-649-8577

REV 6-30-20

Project Information

Applicant Name: Rick Givens for Jake Wilson
Address: 7669 SW Emery Circle, Wilsonville, OR 97070
Phone: 503-351-8204
Email: rickgivens@gmail.com
Site Address: 4625 SW Calaroga Dr.
City: West Linn
Map & Tax Lot #: 21E3CC01000
Business Name: Rick Givens Planning Consultant
Land Use/Building Jurisdiction: West Linn
Land Use/ Building Permit # PA-25-08

Choose from: Beaverton, Tigard, Newberg, Tualatin, North Plains, West Linn, Wilsonville, Sherwood, Rivergrove, Durham, King City, Washington County, Clackamas County, Multnomah County, Yamhill County

Three lot partition. Remove existing home for construction of three new single family detached homes.

Permit/Review Type (check one):

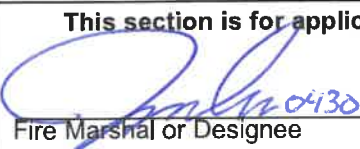
- ☒ Land Use / Building Review - Service Provider Permit
☐ Emergency Radio Responder Coverage Install/Test
☐ LPG Tank (Greater than 2,000 gallons)
☐ Flammable or Combustible Liquid Tank Installation (Greater than 1,000 gallons)
 * Exception: Underground Storage Tanks (UST) are deferred to DEQ for regulation.
☐ Explosives Blasting (Blasting plan is required)
☐ Exterior Toxic, Pyrophoric or Corrosive Gas Installation (in excess of 810 cu.ft.)
☐ Tents or Temporary Membrane Structures (in excess of 10,000 square feet)
☐ Temporary Haunted House or similar
☐ OLCC Cannabis Extraction License Review
☐ Ceremonial Fire or Bonfire (For gathering, ceremony or other assembly)

For Fire Marshal's Office Use Only

TVFR Permit # 2025-0041
Permit Type: SPP-West Linn
Submittal Date: 03-24-25
Assigned To: DFM Arn
Due Date: NA
Fees Due: \$0.
Fees Paid: \$0.

Approval/Inspection Conditions
(For Fire Marshal's Office Use Only)

This section is for application approval only

 0430 03-25-25
Fire Marshal or Designee Date

Conditions: See approved fire service plan.

See Attached Conditions: ☐ Yes ☒ No

Site Inspection Required: ☐ Yes ☒ No

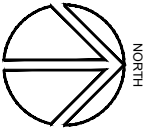
This section used when site inspection is required

Inspection Comments:

Final TVFR Approval Signature & Emp ID _____ Date _____

Pre-application Site Plan

Scale: 1" = 40'

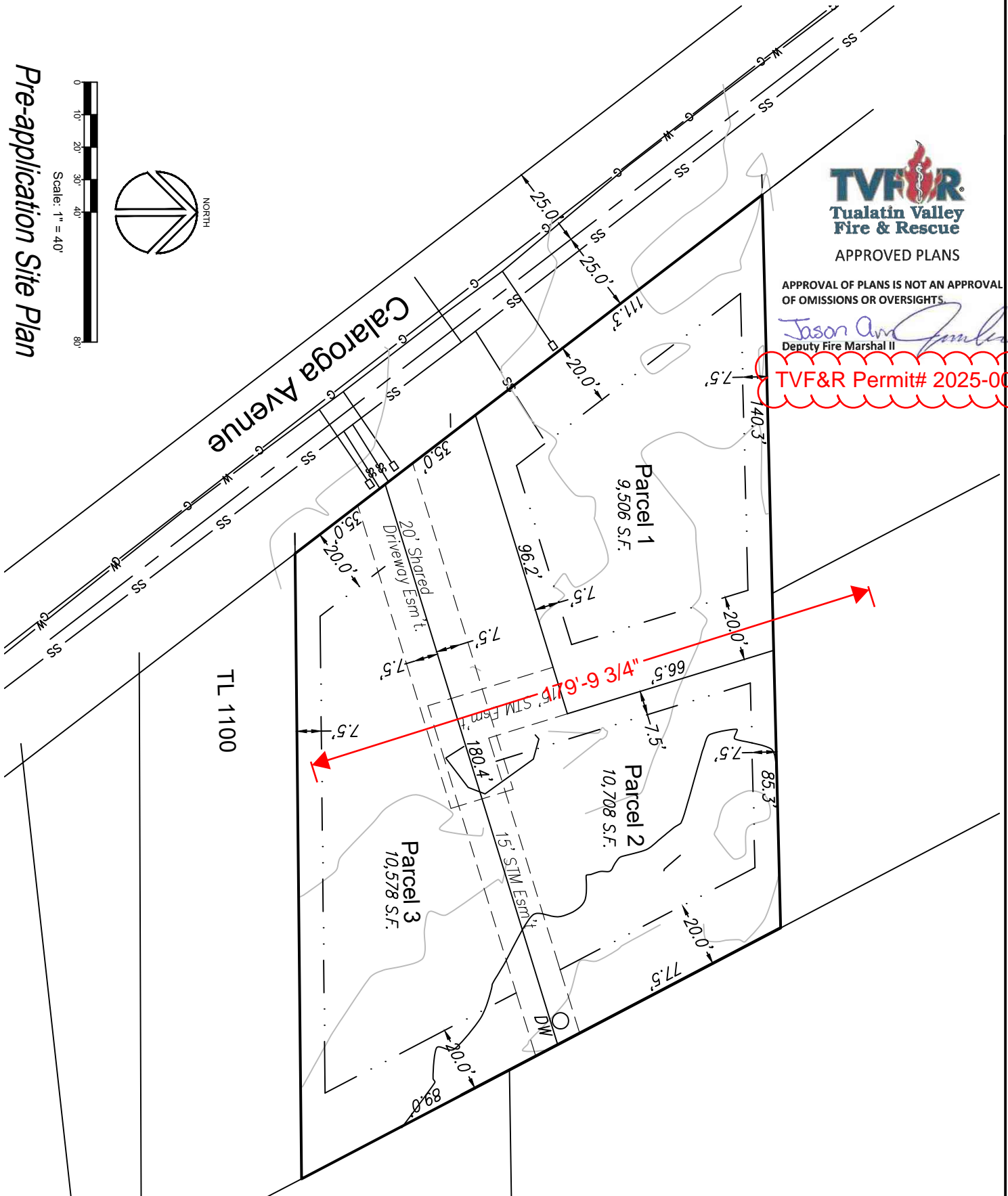


APPROVED PLANS

APPROVAL OF PLANS IS NOT AN APPROVAL
OF OMISSIONS OR OVERSIGHTS.

Jason Am...
Deputy Fire Marshal II

TVF&R Permit# 2025-0041



Richard E. Givens, Planning Consultant
292 W Sunrise Vista Dr.
Green Valley, AZ 85614
PH: (503) 351-8204

SCALE 1" = 40'

DATE: 2-27-2025

PROJECT 24-WL-100

Jake Wilson

4625 Calaroga Dr., West Linn, OR

Pre-application Site Plan

PD-2 PUBLIC COMMENTS

OBJECTION TO PARTITION AT 4625 CALAROGA DRIVE

We are residents of the Calaroga neighborhood. By our signatures below, we are expressing our strong objection to the proposed partition of 4625 Calaroga Drive for the reasons set forth in the attached letter. We purchased our respective properties based upon the character of the neighborhood, including the ranch or craftsman style homes, as well as the privacy and spaciousness afforded by the 10,000 square foot minimum lot sizes. Having crowded, closely spaced parcels would distract from the current beauty, charm, privacy and safety of our neighborhood.

Name	Address	date
Joyce L. Minus	3880 Calaroga Cir	5/31/25
Kimberly Rhoades	4520 Calaroga Drive	5/31/25
Kenneth M. Mendenhall	4606 Calaroga DR.	5/31/2025
CAMERON LEWIS	3777 PARKWOOD WAY	5/31/2025
Marcelline Cinfredo	4606 Calaroga Dr.	5/31/2025
KRISTIN LEWIS	3777 Parkwood Way	6/31/25
Jane Vercombe	4668 Calaroga DR.	5-31-25
Jamie Rose	4270 Calaroga Circle	5-31-25
My M	4114 CALAROGA CIR	5/31/25
Tamara Westbrook	3960 Calaroga Cir	5/31/25
Rick Brinkman	4320 CALAROGA DR	6/2/25
Jeffrey M. Wiser	4280 Calaroga Dr.	6/1/25
Ann Campo Wiser	4280 Calaroga Dr.	6/1/25
Ken D. B.	18845 Parkwood Pl.	6/1/25
A WALL	4150 PARKWOOD	6/1/25
Kim Leah	4061 CALAROGA DR	6/1/25
Edmund Lintz	4061 Calaroga Dr.	6/1/25

Thank you

OBJECTION TO PARTITION AT 4625 CALAROGA DRIVE

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NAME	ADDRESS	DATE
Joan Armande	4075 Calaroga Dr.	6/1/25
Pat Rooney	"	6/1/25
Dr. Karen Chenier	4647 Calaroga Dr.	6/1/25
Jon Chenier	4647 CALAROGA DR.	6/1/2025

6/1/25

4075 CALAROGA DR.

4647 CALAROGA DR.

Chris Myers, Project Manager
cmyers@westlinnoregon.gov/projects

Subject: File No: MIP-25-02/VAR-25-01
Address: 4625 Calaroga Drive
West Linn, OR 97068

Dear Mr. Myers,

We are strongly opposed to the minor partition at 4625 Calaroga Dr. The reasons we are against allowing the owners to develop three parcels instead of two are the following:

1. The proposed design of three 2-story, 3,000-square-foot homes, crowded together in a cluster formation, is not compatible with the majority of properties on Calaroga Drive or Circle. Most homes are one-story ranch or craftsman-style homes with ample space in between and facades that face parallel to the street. Parcel three will be at an angle to the street and will feel overcrowded. This type of development sets a bad precedent for the neighborhood and provides no additional value for those living in this area. Two homes are plenty.
2. Even though the civil engineer has followed the codes, there is a profound insensitivity that this development shows towards the surrounding neighborhood and immediate neighbors, as it fails to create a site development layout that is compatible with the neighborhood. The homes in this neighborhood share property lines with side yards that have more than just the minimal side yard setback, allowing for a greater balance of privacy and openness characteristic of this area. This development will significantly alter the experience of our living space and its surroundings.
3. If three homes are built on the lot, we are concerned about the amount of non-permeable surfaces proposed on the site. There are no sidewalks, curbs, or gutters in the street to assist in the control of Stormwater. We are concerned that the amount of water directed off three roofs and a large driveway could compromise the ability to control erosion and the percolation of runoff. This amount of water has the potential to negatively impact the properties surrounding the new development.
4. Using a dry well to manage Stormwater is a poor method for collecting and redistributing stormwater runoff. West Linn is known for its poor soil conditions, particularly in terms of percolation tests. Having additional impervious surfaces for the size of this site, combined with poor soil percolation, will increase the likelihood of erosion and water infiltration into neighboring properties.
5. Increasing density in this neighborhood with three homes on this awkwardly shaped lot will impact traffic and safety for the families living in the neighborhood. There was a recent death this past year, around the corner on Elmran Drive, due to a lack of visibility, no sidewalks, and inadequate speed controls.

- 6. This neighborhood is known for its lush trees. Densifying the lot, thereby reducing the number of trees, will not feel compatible with the neighborhood. Refer to 54.020.A.1. The illustration the civil engineer provides about why the reduction of Parcel one might save some trees is not believable. We assume all of the trees will be cut down.

- 1. In designing the new project, every reasonable attempt should be made to preserve and protect existing trees and to incorporate them into the new landscape plan. Similarly, significant landscaping (e.g., bushes, shrubs) should be integrated. The rationale is that saving a 30-foot-tall mature tree helps maintain the continuity of the site, they are qualitatively superior to two or three two-inch caliper street trees, they provide immediate microclimate benefits (e.g., shade), they soften views of the street, and they can increase the attractiveness, marketability, and value of the development.

Thank you

From: Barb Bogdan <jbbog@comcast.net>
Sent: Sunday, May 18, 2025 4:59 PM
To: Myers, Chris
Subject: Comments on 4625 Calaroga Drive

You don't often get email from jbbog@comcast.net. Learn why this is important

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To Whom It May Concern,

I have received your notice of the upcoming planning manager decision regarding the above address. My biggest concern is that there is adequate off-street parking in the area such that emergency vehicles will be able to navigate the neighborhood.

Thank you for your consideration.

Barbara Bogdan
4163 Calaroga Circle owner

From: Birdie Elliott <birdiebobelliott@gmail.com>
Sent: Monday, May 26, 2025 10:56 AM
To: Myers, Chris
Subject: I find it interesting that you are now sending Information of Planning in our neighborhood, when you allowed a monstrous construction project located on Calaroga Circle.

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I am positive that had the neighborhood been informed of what was going to transpire into a Nursing facility it would have not been approved. We are not looking forward to more traffic and deliveries .

That construction project has gone on a long time with trucks and pounding at 7am which I'm sure isn't a legal time for noise.

We have lived in our home for 56 years which we purchased from Cristie schools. They had purchased it for a halfway house and neighbors voted that idea down.

I would like to oppose, to the idea of sub dividing the property at 4625 Calaroga drive.

It seems West Linn and Clackamas County are only interested in lining their pockets for more revenue. Our taxes are out of control as it is.

B. Elliott

From: David Todd <thegamewiz@gmail.com>
Sent: Monday, June 2, 2025 12:50 PM
To: Myers, Chris
Subject: Opposition to: Minor Partition and Class I Variance at 4625 Calaroga Drive (MIP-25-02)

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Dear West Linn Planning Manager,

I am writing to express my strong opposition to the proposed subdivision of the property located at [Property Address of Application] into three smaller lots. My wife and I, along with many of our neighbors, believe this application is not in the best long-term interest of our neighborhood or the city of West Linn.

My wife and I deliberately chose West Linn five years ago for its unique character, including the spacious feel and larger lot sizes prevalent in our neighborhood, particularly near the river. We have since invested over \$300,000 in improvements to our home, intending it to be our long-term retirement residence. Our continued investment and commitment to West Linn are predicated on the preservation of the qualities that drew us here.

The fundamental character of our neighborhood, admired by original and current residents alike, is defined by its generous lot sizes and the sense of open space between homes. Allowing the subdivision of a single large lot into three smaller ones would fundamentally alter this character. New homes on smaller lots are highly likely to be built closer to existing property lines and often as two-story structures to maximize footprint. This would inevitably lead to a substantial reduction in privacy for neighboring properties and, consequently, could negatively impact the property values of homes where owners have already made significant investments based on the current neighborhood aesthetic. We believe this outcome would be unwelcome by nearly all current residents.

Furthermore, approving this subdivision risks setting a concerning precedent. We are already observing a disturbing trend where the unique characteristics of our area are being eroded by increased density. If large lots are continually subdivided, it could create a "snowball effect," leading current residents to consider moving out due to dissatisfaction with the neighborhood's changing direction. This, in turn, could incentivize more developers to acquire properties for similar subdivisions, accelerating the loss of West Linn's cherished character.

We are particularly concerned by recent developments, such as the permit issued for the property at 4154 Calaroga Circle within this same neighborhood. What was once a three-bedroom house has been replaced by an 11-bedroom facility, which we understand may become a group home. While West Linn zoning reportedly permits up to five residents for such facilities, the scale of this new construction (11 bedrooms) and its close proximity to property lines are deeply troubling. The subsequent listing of several homes for sale on that street since construction began suggests a direct negative impact on neighborhood desirability. This incident underscores the potential for new developments, even those seemingly compliant, to drastically alter the living experience for existing residents.

We urge the Planning Commission to consider the significant negative impacts this proposed subdivision would have on neighborhood character, resident privacy, property values, and the overall quality of life for current homeowners. We respectfully request that you disapprove this application.

Thank you for your time and consideration of these critical concerns.

Sincerely,
David Todd

3901 Elmran Dr, West Linn, OR 97068
806-890-6595, thegamewiz@gmail.com

From: Esther Dunn <dunnesther@yahoo.com>
Sent: Wednesday, June 4, 2025 1:12 PM
To: Myers, Chris
Cc: Christopher Fellows
Subject: Comment to proposed minor partition of 4625 Calaroga Drive (File No. MIP-25-02)

You don't often get email from dunnesther@yahoo.com. Learn why this is important

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This e-mail is sent to voice our objection to the proposed minor partition at 4625 Calaroga Drive. It is our understanding that each of the three proposed lots would be zoned R10. As we learned when the property at 4154 Calaroga Circle was torn down to build a Residential Home without any notice to neighboring properties or an opportunity to voice concerns, R10 zoning is quite permissive as a right. A lot zoned R10 may be developed into many different types of multi-family housing, or for non-residential purposes such as community recreation, residential homes, day care facilities, and transportation facilities.

Our objection stems from concerns about the level of density created by partitioning a lot currently built with one modest ranch house into three lots to be developed into who knows what. While the applicant suggests the lots might be developed into single family homes, that is not guaranteed. No proposed building plans have been submitted, and the application for partition suggests the future of each lot is yet to be determined (see e.g., page 3, comment to 11.050). Moreover, any of the lots may be developed by someone other than the current owners as the application also suggests..

We also find some of the comments in the application related to impact on neighboring properties to be misleading and disingenuous. For example, on page 13, in describing how the proposed variance would preserve and incorporate natural features into the overall design of the project, the comment suggests that the variance “may aid in allowing for the removal of fewer trees in that area of the site.” To the contrary, partitioning this lot into three parcels rather than two would most certainly result in the greater loss of trees on this property, including the majestic maple tree that fronts Calaroga Drive, and the several beautiful dogwood trees to the rear of the property. It’s hard to imagine any trees surviving this proposed partition plan. Indeed, all of the spectacular mature rhododendrons that lined the fence bordering 3880 Calaroga Cir have been torn out already, which, to us, signals a scorched earth approach to development. Likewise, the comment to “does not adversely affect adjoining properties in terms of light, air circulation, noise levels, privacy, and fire hazards” states that the new proposed set backs would have “no greater” an impact on adjacent properties “than any other R10 lot in the City.” The comment does not specifically address typical set backs this neighborhood however, where neighbors enjoy some breathing room. Clearly, a drastic change in the built environment for surrounding properties would have a major impact on privacy and noise, and if any newly constructed buildings were built as two stories as permitted in the code, light.

Section 85.010. B.1. states that one of purposes of the land division provisions in the Community Development Code is to “improve our sense of neighborhood and community and increase opportunities of socialization.” In our view, the neighborhood already has a strong sense of its identity and community, characterized by low density and abundant green space. By permitting partition of 4625 Calaroga Drive into three parcels, we feel that the identity of the neighborhood will be negatively impacted. The

lot could certainly be divided into two parcels, allowing development of an additional residence (and hopefully, only a single family residence), and have a much less disruptive and upsetting impact on surrounding neighbors.

Thank you for your consideration.
Esther Dunn-Fellows & Christopher Fellows
4207 Calaroga Cir.
West Linn 97068

To Chris Myers, West Linn Planning Dept Manager.

May 30, 2025

My property is across the street from the proposed application in the letter of May 15, 2025. NO. I vote NO for this project. Our neighborhood was not notified of the huge project already underway. Here is another project that devalues our neighborhood.

West Linn: Tree City. We see this sign daily. Trees are of great value here. They are not removed without city approval. The trees in this proposal are decades old. They can never be replaced. For three houses, all the trees will be butchered. For what reason? The realtor can sell three houses?

Increased traffic. Three houses with two cars at each home. Six more cars on the narrow streets, no sidewalks, bicycles, school children walking back and forth. Unsafe!

Two story houses will be built. This is a one story community. Two stories change our neighborhood with a view into the homes on all sides of this project. Trees will no longer block the night lights.

There is no reason to add more houses to this property. The Willison family, original owners, did not want this to happen and were misled by the buyer.

Please reconsider this project.

Many other issues are at stake here which other neighbors will address. The Willison family did not want a development to happen. Please stop this project. No, to bulldozing this property and adding three houses for an investor to profit from our neighborhood.

Sincerely, Jane Sercombe. 4668 Calaroga Drive

From: Jeffrey Wiser <jwise224@gmail.com>
Sent: Wednesday, June 4, 2025 1:32 PM
To: Myers, Chris
Subject: Comment re: 4625 Calaroga Drive

You don't often get email from jwise224@gmail.com. Learn why this is important

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Good afternoon Chris,

My name is Jeff Wiser and I live at 4280 Calaroga Drive. I am sharing feedback related to the proposed changes at 4625 Calaroga Drive.

My wife, Ann, and I moved to this neighborhood in 2022 because we have a young family and we wanted them to be able to experience a quiet neighborhood set in nature. The biggest drawback of where we live is that the streets here lack sidewalks, bike lanes and even reasonable lighting. There are dozens of school-aged children in this neighborhood (with more in the way) who walk or bike to school every day while commuters cut through the neighborhood at excessive speeds. As you may know, a longtime resident was struck and killed by one of these motorists this winter. Shortly thereafter, a bicyclist was struck by a car. Splitting the proposed lot into three separate parcels will continue to add to a higher load of vehicle traffic in an area that is already dangerous.

I recognize and appreciate the need for increased density in West Linn. The lot in question is very large and splitting the lot does make sense. Seeing the lot divided into two parcels is reasonable, but a third parcel is not, in my opinion. The character of this neighborhood would be negatively altered in doing so. There are already significant changes going on at 4154 Calaroga Circle that are of concern here. On nearby Kenthorpe Way, there is a lot under construction where two new buildings are being added to a parcel that has an existing home. That project is aesthetically unpleasing, and also adds to the density of a neighborhood that does not have the infrastructure to handle such density.

It continues to be a concern that in an area with a very active populous and many young children, that greater density is added, without increased infrastructure to keep kids, pets, and families safe. If the lot were split into two parcels with two single-family homes, I would have no objection. A third home is simply too much. Compromise is part of being a good neighbor and I hope that there is an opportunity to compromise here.

Thank you for taking my feedback and all you do to make West Linn a wonderful place to live.

In community,

Jeffrey M. Wiser
4280 Calaroga Dr.
West Linn, OR 97068

From: Jon Chenier <cheniers@gmail.com>
Sent: Monday, June 2, 2025 12:31 PM
To: Myers, Chris
Subject: File No: MIP-25-02/VAR-25-01 Neighbor Response
Attachments: Letter for variance.pdf

You don't often get email from cheniers@gmail.com. Learn why this is important

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Good Morning Mr. Myers,

Please find attached our response to the minor partition at 4625 Calararoga Dr.

Thank you,

Jon and Karen Bruce-Chenier
4647 Calaroga Dr.
West Linn, OR 97068
503-752-4259

From: Marcelline Ciuffreda, O.D. <marcelline11@hotmail.com>
Sent: Tuesday, June 3, 2025 8:29 PM
To: Myers, Chris
Subject: Comment on MIP-25-02: 4625 Calaroga Drive
Attachments: 4625 Calaroga Drive.docx

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Dear Chris,

As you suggested, I have attached a comment for your review process.

Thank you,

Marcelline Ciuffreda

Chris Myers, Project Manager
cmyers@westlinnoregon.gov/projects

Subject: File No: MIP-25-02/VAR-25-01
Address: 4625 Calaroga Drive
West Linn, OR 97068

Dear Mr. Myers,

I am a 77-year-old widow who lives next door to 4625 Calaroga Drive. I moved into this property with my late husband, Peter, after his health declined and he became unable to navigate the stairs at our former home in NE Portland. I chose this neighborhood for the spacious lots, privacy, and the charm it possessed. I wanted to get away from the crowded feel of our old neighborhood, where developers had started to partition lots and cram multiple oversized houses into lots that originally had only one house.

My late husband and I invested a significant sum of money into turning our current backyard into an oasis for our family to enjoy during his final days. We employed a crew to even out the terrain; install grass, trees, flowers and other landscaping; and add a beautiful water feature. We spent many happy hours in the backyard with our adult children and grandchildren visiting. Peter was quite the athlete in his younger days, and the loss of his physical strength was difficult for him. Our fenced backyard allowed him to enjoy the outdoors and watch his grandchildren play without him feeling self-conscious about other people seeing him using a walker or being in his pajamas at 2 pm. He would not have had this opportunity had a multi-story home been overlooking our backyard with minimal setbacks, as is currently planned.

I am adamantly opposed to the proposal to partition my neighbor's lot into three lots. My understanding is that there are plans to allow a multi-story house of up to 3,000 sq foot house to be built adjacent to my backyard. My further understanding is that as the lot is barely large enough to accommodate three houses, and in order to do so, the entries of the houses will need to be oriented at an angle, such that the entrance of one may face my house or the neighbor on the other side instead of the street. The proposed development of three houses is incompatible with the character of the neighborhood, and will impinge on the privacy of neighboring lots, including mine.

A partition allowing for three homes would negatively impact not only the privacy of neighbors, but also our financial security. My secondary goal in investing significant funds to improve my backyard was to improve the value of the house, as I anticipate that I will move to an assisted living facility in the future, which is incredibly expensive. I previously worked as a real estate agent, and I firmly believe that the proposal, which will result in over-crowding, will also negatively impact property values in the neighborhood.

The people who purchased single-family houses in this neighborhood are good, hardworking people. I am asking that you do not allow developers to profit by crowding oversized houses into this neighborhood to the detriment of current homeowners like me.

Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink that reads "Joyce Minus". The signature is written in a cursive style with a small dot above the 'i' in Minus.

Joyce L. Minus

From: Rick Brinkman <dr_rickbrinkman@mac.com>
Sent: Wednesday, June 4, 2025 1:27 PM
To: Myers, Chris
Cc: Lisa
Subject: File No. MIP-25-02/VAR-25-01 Comment for Consideration from Neighbor
Attachments: Dr. Rick Brinkman Regarding 3 lot partition 1t 4625 Calaroga Dr.pdf

[You don't often get email from dr_rickbrinkman@mac.com. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

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Attached is my PDF comment. Please confirm receipt. Thank you.

From: Tillie Hoffberg <tilliehoffberg@gmail.com>
Sent: Tuesday, June 3, 2025 6:02 PM
To: Myers, Chris
Subject: 4625 Calaroga Dr.

You don't often get email from tilliehoffberg@gmail.com. Learn why this is important

CAUTION: This email originated from an External source. Do not click links, open attachments, or follow instructions from this sender unless you recognize the sender and know the content is safe. If you are unsure, please contact the Help Desk immediately for further assistance.

Hello Mr. Myers,

I would like to voice my concern regarding the minor partition application at 4625 Calaroga Dr. Reducing the lot size requirement so they may divide this property into 3 lots sets a precedent that I do not support. I do not want an exception to the rule for this lot. I especially do not want them to pay a fee to get out of building a sidewalk. This street is marked for a sidewalk somewhere in the future as seen in the document below that I found on the West Linn City website. If we allow a fee to get out of building a sidewalk then the city and in turn the tax payer will have to pay it later and it will definitely be more expensive in the future. We need to stand by the rules of lot size and frontage improvements for our city and the Robinwood neighborhood. Our neighbors have worked really hard to improve safety in and around the Cedaroak school and this feels wrong for exceptions to be made when the lot size rule and frontage improvements would align with overall neighborhood needs. Please consider sticking to the rules and not allowing exceptions for this property.

Thank you,
Tillie Hoffberg
4407 Calaroga Dr.

PD-3 COMPLETENESS LETTER



West Linn

May 1, 2025

Jacob Wilson
4625 Calaroga Drive
West Linn, OR 97068

SUBJECT: Minor Partition and Class I Variance at 4625 Calaroga Drive (MIP-25-02).

Jacob and Kathleen Wilson:

Your application submitted on April 3, 2025, has been deemed **complete**. The city has 120 days to exhaust all local review; that period ends September 4, 2025.

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 20-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
Assistant Planner

PD-4 AFFIDAVIT AND PUBLIC NOTICE



**AFFIDAVIT OF NOTICE
PLANNING MANAGER DECISION**

We, the undersigned, 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.: **MIP-25-02** Applicant's Name: **Jacob & Kathleen Wilson**
Development Address: 4625 Calaroga Drive
Planning Manager Decision no earlier than June 4, 2025

MAILED NOTICE

Notice of Upcoming Planning Manager Decision was mailed at least 20 days before the decision, per Section 99.080 of the CDC to:

Jacob & Nancy Wilson, applicants	05/15/25	<i>Lynn Schroder</i>
Rick Givens, applicant representative	05/15/25	<i>Lynn Schroder</i>
Michael and Julia Werner, property owner	05/15/25	<i>Lynn Schroder</i>
Property owners within 500ft of the site perimeter	05/15/25	<i>Lynn Schroder</i>
Robinwood Neighborhood Association	05/15/25	<i>Lynn Schroder</i>

EMAILED NOTICE

Notice of Upcoming Planning Manager Decision was emailed at least 14 days before the decision to:

Neighborhood Association	05/15/25	<i>Lynn Schroder</i>
Jacob Wilson, applicant	05/15/25	<i>Lynn Schroder</i>
Metro land use notifications	05/15/25	<i>Lynn Schroder</i>

WEBSITE

Notice of Upcoming Planning Manager Decision was posted on the City's website at least 14 days before the decision.

05/15/25	<i>Lynn Schroder</i>
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SIGN

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

05/23/25	<i>Chris Myers</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 CDC.

7/10/25	<i>Lynn Schroder</i>
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**CITY OF WEST LINN
NOTICE OF UPCOMING PLANNING MANAGER DECISION
FILE NO. MIP-25-02**

The West Linn Planning Manager is considering a minor partition at 4625 Calaroga Drive. The applicant is seeking approval for a three-lot Minor Partition and a Class I variance to allow a 5% reduction to the 10,000-square-foot minimum lot size requirement for Parcel 1.

The Planning Manager will decide the application based on criteria in Chapters 11, 48, 75, 85, 92, 96, 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/projects>. 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 June 4, 2025 to cmyers@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 application 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](#).

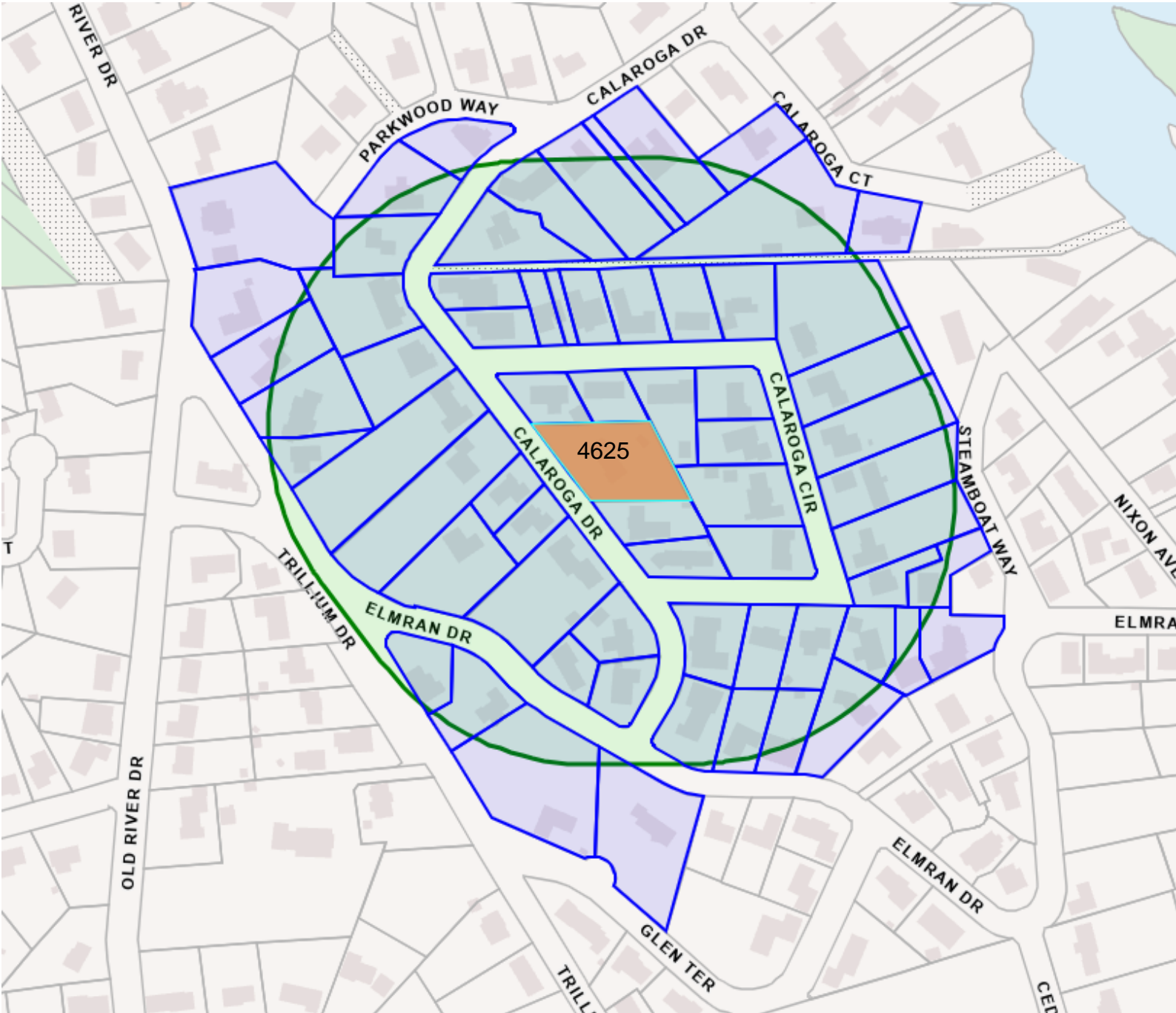
For additional information, please contact Chris Myers Associate Planner, City Hall, 22500 Salamo Rd., West Linn, OR 97068, 503-742-6062.

Scan this QR Code to go to Project Web Page:



Mailed: May 15, 2025

MIP-25-02/VAR-25-01 Notified Properties within 500 feet of 4625 Calaroga Drive





**NOTICE OF UPCOMING
PLANNING MANAGER DECISION**

**PROJECT # MIP-25-02/VAR-25-01
MAIL: 5/15/2025 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.