



CITY OF
West Linn

CERTIFIED MAIL
RETURN RECEIPT REQUESTED

February 25, 2015

Bill Relyea, President
Parker Crest Neighborhood Association
3016 Sabo Lane
West Linn, OR 97068

RE: West Linn Adult Community Center
1180 Rosemont Road
West Linn, OR 97068

Dear Bill,

The City of West Linn, Parks & Recreation Department, owner of the existing Adult Community Center located at 1180 S. Rosemont Road is proposing an addition to the Adult Community Center. The new addition has been planned with the Friends of the Adult Community Center to meet the current demand and to meet the needs of the ever growing older population. We would like to discuss the project in more detail with the Neighborhood Association, surrounding property owners, and residents. We will make a short presentation and allow time for discussion from interested parties.

We are requesting to be added to the agenda at your next regularly scheduled meeting or propose another date that you can accommodate a meeting within 60 days of this notice or agree to the City hosting the meeting as follows:

Thursday, March 19th, 2015
7:00 p.m.
West Linn City Hall, Council Chambers
225000 Salamo Road
West Linn, OR 97068

Please note that this will be an informational presentation on preliminary development plans. These plans may be developed further or altered through the application process with the City.

I look forward to hearing from you soon to coordinate the details. If you have questions, please feel free to call me at 503-723-2553 or contact me by email at kwarner@westlinnoregon.gov

Sincerely,

A handwritten signature in blue ink, appearing to read 'Ken Warner', is written over a horizontal line.

Ken Warner, Assistant Parks & Recreation Director



CITY OF
West Linn

CERTIFIED MAIL
RETURN RECEIPT REQUESTED

February 26, 2015

Erik Van de Water, President
Hidden Springs Neighborhood Association
6433 Palomino Way
West Linn, OR 97068

RE: West Linn Adult Community Center
1180 Rosemont Road
West Linn, OR 97068

Dear Erik,

The City of West Linn, Parks & Recreation Department, owner of the existing Adult Community Center located at 1180 S. Rosemont Road is proposing an addition to the Adult Community Center. The new addition has been planned with the Friends of the Adult Community Center to meet the current demand and to meet the needs of the ever growing older population. We would like to discuss the project in more detail with the Neighborhood Association, surrounding property owners, and residents. We will make a short presentation and allow time for discussion from interested parties.

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Sincerely,

Ken Warner, Assistant Parks & Recreation Director

| SENDER: COMPLETE THIS SECTION | COMPLETE THIS SECTION ON DELIVERY | |
|--|--|---------------------------------------|
| <ul style="list-style-type: none"> ■ Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired. ■ Print your name and address on the reverse so that we can return the card to you. ■ Attach this card to the back of the mailpiece, or on the front if space permits. | A. Signature <input checked="" type="checkbox"/> <i>Cheryl</i> <input type="checkbox"/> Agent <input type="checkbox"/> Addressee | |
| 1. Article Addressed to: BILL RELYEA PARKER CREST N/A PRESIDENT 3016 SABO Ln. WEST LINN, OR. 97068 | B. Received by (Printed Name) <i>Claudia Relyea</i> | C. Date of Delivery <i>2/28/15</i> |
| 2. Article Number (Transfer from service label) | D. Is delivery address different from item 1? <input type="checkbox"/> Yes If YES, enter delivery address below: <input type="checkbox"/> No | |
| | 3. Service Type <input checked="" type="checkbox"/> Certified Mail® <input type="checkbox"/> Priority Mail Express™ <input type="checkbox"/> Registered <input checked="" type="checkbox"/> Return Receipt for Merchandise <input type="checkbox"/> Insured Mail <input type="checkbox"/> Collect on Delivery | |
| | 4. Restricted Delivery? (Extra Fee) <input type="checkbox"/> Yes | |
| PS Form 3811, July 2013 Domestic Return Receipt | | |

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CITY OF West Linn

February 26, 2015

Neighborhood Meeting Notice

Dear Interested Party,

The City of West Linn, Parks & Recreation Department, owner of the existing Adult Community Center located at 1180 S. Rosemont Road is proposing an addition to the Adult Community Center. The new addition has been planned with the Friends of the Adult Community Center to meet the current demand and to meet the needs of the ever growing older population. We would like to discuss the project in more detail with the Neighborhood Association, surrounding property owners, and residents. We will make a short presentation and allow time for discussion from interested parties.

The meeting is scheduled as indicated below:

Thursday, March 19th, 2015
7:00 p.m.
West Linn City Hall, Council Chambers
22500 Salamo Road

Please note that this will be an informational presentation on preliminary development plans. These plans may be developed further or altered through the application process with the City.

I look forward to discussing the project with you. If you have questions, but will be unable to attend please feel free to call me at 503-723-2553.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ken Warner", is written over a light blue horizontal line.

Ken Warner, Assistant Parks & Recreation Director



CITY OF West Linn

City of West Linn, Adult Community Center Expansion
Neighborhood Meeting
March 19, 2015

Sign In Sheet

1. William Relyea PCMA - President
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CITY OF West Linn

City of West Linn, Adult Community Center Expansion
Neighborhood Meeting
March 19, 2015

Summary Notes

The meeting started at 7:00 p.m.

The meeting was attended by one person, William Relyea, Parker Crest Neighborhood Association President.

It was agreed that an audio tape was not necessary for this meeting.

The Adult Community Center proposed project was explained to the attendee at the meeting.

Mr. Relyea asked question about the following topics in regards to potential changes that might affect neighbors:

Parking: The additional parking to be added was explained utilizing the boards on display. The new addition will increase parking by 22 spaces.

Lighting: It was explained that currently there is no new lighting planned for the proposed project. As photometrics of current lighting are reviewed there is the chance that new lighting could be required in the new sections of parking lot.

Americans with Disabilities Act (ADA) Requirements: The applicant explained that all ADA requirements will be met with the new addition.

Screening: The applicant explained that at the present time there is no plan for more screening for neighbors. The borders of the property that have residential neighbors already have landscaping buffers.

The meeting was concluded at 7:20 pm