

**STAFF REPORT  
FOR THE PLANNING COMMISSION**

**FILE NUMBER:** CUP-15-01

**HEARING DATE:** June 3, 2015

**REQUEST:** Proposal to use the interior space at 1889 Willamette Falls Drive as a conditional use - religious institution.

**APPROVAL CRITERIA:** Community Development Code (CDC) Chapter 60 and 19

**STAFF REPORT PREPARED BY:** Peter Spir, Associate Planner

---

Planning Manager's Initials AS

---

**TABLE OF CONTENTS**

**STAFF ANALYSIS AND RECOMMENDATION**

GENERAL INFORMATION ..... 2

EXECUTIVE SUMMARY ..... 3

PUBLIC COMMENTS.....3

RECOMMENDATION.....3

**ADDENDUM**

APPLICABLE REGULATIONS AND ASSOCIATED SUPPLEMENTAL FINDINGS..... 4-8

**EXHIBITS**

PC-1 COMPLETENESS LETTER..... 12

PC-2 NOTICE ..... 14-15

PC-3 APPLICANT'S SUBMITTAL ..... 16-49

## GENERAL INFORMATION

**OWNER:** Steve Teakander, 2008 Willamette Falls Drive #200B West Linn OR 97068

**APPLICANT:** Community of Faith Lutheran Congregation Church, 1889 Willamette Falls Drive West Linn, OR 97068

**CONSULTANT:** Glen Miller, Architect, 3433 Mc Nary Parkway #602, Lake Oswego, OR 97035

**SITE LOCATION:** 1889 Willamette Falls Drive West Linn OR 97068

**LEGAL DESCRIPTION:** Clackamas County Assessor's Map 3-1E-2BA, Tax Lot 3100

**SITE SIZE:** 5,000 square feet

**ZONING:** GC General Commercial with a Willamette Falls Drive Commercial District Design Standards Overlay

**COMP PLAN DESIGNATION:** Commercial

**120-DAY PERIOD:** This application became complete on April 24, 2015. The 120-day maximum application-processing period ends on August 22, 2015.

**PUBLIC NOTICE:** Public notice was mailed to the affected property owners on May 11, 2015. The property was posted with a sign on May 15, 2015. In addition, the application has been posted on the City's website and was published in the West Linn Tidings on May 21, 2015. The notice requirements have been met.



## EXECUTIVE SUMMARY

The Community of Faith Church's business offices have operated at this site since 2013. The proposal is to expand the utilization of the building to include the proposed use "religious institutions not listed as permitted uses in CDC 19.070." Typical attendance of 70 people is expected with a maximum occupancy load of 99 people. A Conditional Use Permit is required for "Religious Institutions" per CDC 19.060(22). No exterior change to the building will occur so the standards of CDC Chapter 55: Design Review and CDC Chapter 58: Willamette Falls Drive Commercial District Design Standards do not apply. This area is also exempt from parking requirements.

### **Public comments:**

No public comments have been received to date.

## RECOMMENDATION

Staff recommends approval of this application and suggests the following motions:.

Alternative 1: Motion to approve.

I move to approve CUP 15-01, and direct staff to prepare a Final Decision and Order based on the findings in the June 3, 2015, hearing Staff Report.

Alternate 2: Motion to approve subject to conditions of approval

I move to approve CUP 15-01 subject to the following conditions of approval: (list proposed conditions), and direct staff to prepare a Final Decision and Order based on the findings in the June 3, 2015, hearing Staff Report

Alternate 3. Motion to deny

I move to deny CUP 15-01, and direct staff to prepare a Final Decision and Order adopting findings consistent with this decision, and specifically addressing criteria [INSERT CRITERIA SERVING AS THE BASIS FOR DENIAL HERE].



**ADDENDUM**  
**PLANNING COMMISSION STAFF REPORT**  
June 3, 2015

**STAFF EVALUATION OF THE PROPOSAL'S COMPLIANCE  
WITH APPLICABLE CODE CRITERIA**

**60.070 APPROVAL STANDARDS AND CONDITIONS**

A. The Planning Commission shall approve, approve with conditions, or deny an application for a conditional use, except for a manufactured home subdivision in which case the approval standards and conditions shall be those specified in CDC 36.030, or to enlarge or alter a conditional use based on findings of fact with respect to each of the following criteria:

1. The site size and dimensions provide:
  - a. Adequate area for the needs of the proposed use; and
  - b. Adequate area for aesthetic design treatment to mitigate any possible adverse effect from the use on surrounding properties and uses.

**FINDING NO.1:**

The 5,000 square foot building has accommodated Church activities, including a business office, since 2013. The adequacy of the building to accommodate the proposed use is determined by the permitted occupancy loads as established by the West Linn Building Official. The proposal is to accommodate a maximum load of 99 church attendees with typical attendance of 70 people. That amount falls within permitted Building Code occupancy loads.

Since this use's peak period will be evening or weekends, it is not expected that the use will have adverse effect on surrounding properties and uses (see also Finding No.7).

Notwithstanding that fact, the proposed use is separated from residential properties to the south (1892 Fifth Avenue) by 20 foot wide Knapp's Alley and 90 feet away from residential properties to the southeast (1549 12<sup>th</sup> Street).



This property is located within the Willamette Falls Drive Commercial District/Overlay Zone and, as such, is exempt from the parking requirements of CDC Chapter 46. The specific provision is printed below:

***“46.140 EXEMPTIONS TO PARKING REQUIREMENTS***

***To facilitate the design requirements of Chapter 58 CDC, properties in the Willamette Falls Drive Commercial District/Overlay Zone, located between 10th and 16th Streets, shall be exempt from the requirements for off-street parking as identified in this chapter. Any off-street parking spaces provided shall be designed and installed per the dimensional standards of this code.”***

In functional terms, staff notes that there is extensive free parking along both sides of Willamette Falls Drive and on 12<sup>th</sup> Street in front of the proposed use.

2. The characteristics of the site are suitable for the proposed use considering size, shape, location, topography, and natural features.

**FINDING NO.2:**

The site is already developed and built upon. The proposed use will not require exterior alterations to the building and will not trigger any design review activity. This criterion, which relates to an undeveloped site, does not apply. Since the church’s office have been at this location since 2013, the proposed use constitutes just an additional activity - religious institution, to the existing permitted uses of the structure. The small scale church, at this location is appropriately sized to meet the needs of the church.

3. The granting of the proposal will provide for a facility that is consistent with the overall needs of the community.

**FINDING NO.3:**

Religious Institutions not listed as permitted in 19.030 are identified as conditional uses in the General Commercial Zone. The review by the Planning Commission will assure the use is scaled to blend with nearby commercial and residential areas.

4. Adequate public facilities will be available to provide service to the property at the time of occupancy.

**FINDING NO.4:**

The building is fully serviced by public facilities (sewer, water, storm, etc.) and capable of accommodating the proposed use. The applicant’s traffic study indicates that trip generation will peak on Sunday (weekend days) at 150 trips which is less than the trip generation of 210

trips for an equal sized commercial retail space. Trip generation under 250 trips does not require further study per Chapter 85.170(B) (2) (c) (1). Street design and capacity is therefore sufficient.

In most commercial, office and public building applications, the parking requirements consume much of the site. However, this use, at this location, is exempt from the parking standards. Specifically, CDC Chapter 46.140 *“EXEMPTIONS TO PARKING REQUIREMENTS states that “To facilitate the design requirements of Chapter 58 CDC, properties in the Willamette Falls Drive Commercial District/Overlay Zone, located between 10th and 16th Streets, shall be exempt from the requirements for off-street parking as identified in this chapter.”*

5. The applicable requirements of the zone are met, except as modified by this chapter.

**FINDING NO.5:**

The property is zoned General Commercial. The only requirement of that zone for a proposed “religious institution”, with no exterior changes, is for a conditional use permit (CDC 19.060(22)). Those requirements are met by this permit application.

6. The supplementary requirements set forth in Chapters 52 to 55 CDC, if applicable, are met.

**FINDING NO.6:**

Chapter 52: “Signs” is not applicable since no sign permit is being applied for. Chapter 53: “Sidewalk Use” is not applicable since no sidewalk permit is being applied for. Chapter 54: “Landscaping” is not applicable since no landscaping is required by the Willamette Falls Drive Commercial District Design Standards. Chapter 55: “Design Review” is not applicable since no exterior changes are proposed. (A panic bar on the interior of the rear door to the alley is the closest to exterior design change that is proposed.)

7. The use will comply with the applicable policies of the Comprehensive Plan.

**FINDING NO.7: Goal 2: Land Use Planning Chapter includes “Goals, Policies and Recommended Action Measures”** Most of that Chapter speaks to commercial uses with no direct reference to places of worship.

Indirect reference is found in the following goals. Goal 1 states:

*“Develop/redevelop commercial areas as mixed use/commercial districts that blend housing and commercial uses to: enhance the community’s identity; encourage strong neighborhoods;*



*increase housing choices; promote socioeconomic diversity; promote alternative modes of transportation; promote civic uses; and improve community interaction and involvement.”*

The R-10 zone conditional uses include “religious institutions”. The Community Development Code incorporates conditional uses that, if approved by the Planning Commission, could promote the “community identity, strong neighborhoods, civic uses, community interaction and involvement” as addressed in the Comprehensive Plan.

Goal 4 states:

*“Protect surrounding residential uses from adverse effects of commercial development in terms of loss of privacy, noise, lights, and glare.”*

Since this use’s peak period is traditionally occurs during the evening or weekend, it is not expected that the use will adversely affect surrounding properties and uses. This view is strengthened by the fact that the building’s south elevation is essentially a blank wall with no potential for privacy, noise, lights, and glare impacts. That elevation is also separated from residential properties to the south (1892 Fifth Avenue) by the 20 foot wide Knapp’s Alley. To the southeast, the nearest home is 90 feet away (1549 12<sup>th</sup> Street).

There is extensive free parking available along both sides of Willamette Falls Drive and on 12<sup>th</sup> Street in front of the proposed church building.

B. An approved conditional use or enlargement or alteration of an existing conditional use shall be subject to the development review provisions set forth in Chapter 55 CDC.

**FINDING NO.8: No exterior changes are proposed; so no Design Review permit is required by the Community Development Code.**

C. The Planning Commission may impose conditions on its approval of a conditional use which it finds are necessary to assure the use is compatible with other uses in the vicinity. These conditions may include, but are not limited to, the following:

1. Limiting the hours, days, place, and manner of operation.
2. Requiring design features which minimize environmental impacts such as noise, vibration, air pollution, glare, odor, and dust.
3. Requiring additional setback areas, lot area, or lot depth, or width.
4. Limiting the building height, size or lot coverage, or location on the site.
5. Designating the size, number, location and design of vehicle access points.
6. Requiring street right-of-way to be dedicated and the street to be improved including all steps necessary to address future street improvements identified in the adopted Transportation System Plan.



7. Requiring participation in making the intersection improvement or improvements identified in the Transportation System Plan when a traffic analysis (compiled as an element of a conditional use application for the property) indicates the application should contribute toward.
  8. Requiring landscaping, screening, drainage, and surfacing of parking and loading areas.
  9. Limiting the number, size, location, height, and lighting of signs.
  10. Limiting or setting standards for the location and intensity of outdoor lighting.
  11. Requiring berming, screening, or landscaping and the establishment of standards for their installation and maintenance.
  12. Requiring and designating the size, height, location, and materials for fences.
  13. Requiring the protection and preservation of existing trees, soils, vegetation, watercourses, habitat areas, and drainage areas.
- D. Aggregate extraction uses shall also be subject to the provisions of ORS 541.605.

**FINDING NO.9: The Planning Commission has the authority to impose conditions deemed necessary for the use to be allowed. The proposed conditional use is located in an existing building with available on street parking. Therefore, Staff has not identified any deficiencies that require conditions. However, the Planning Commission has the option to impose conditions of approval to assure compatibility if it identifies deficiencies.**

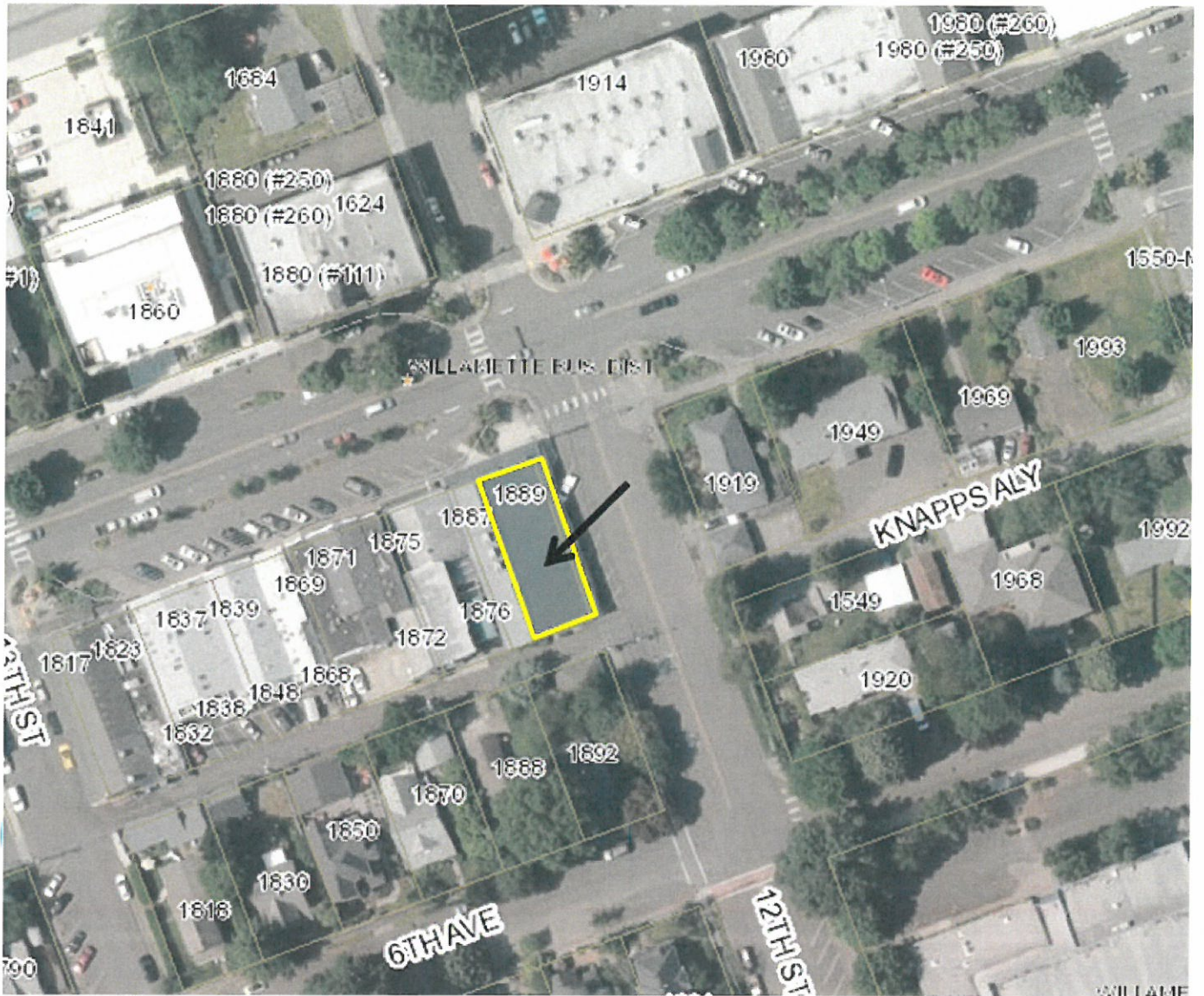
- E. The Historic Review Board shall review an application for a conditional use, or to enlarge a conditional use on a property designated as a historic resource, based on findings of fact that the use will:
1. Preserve or improve a historic resource which would probably not be preserved or improved otherwise; and
  2. Utilize existing structures rather than new structures.

**FINDING NO.10: The subject property is not a historic resource and is located outside of the Local Historic District and outside of the National Register Historic District. The site is located within the Willamette Commercial District Overlay Zone. No external improvements are proposed or required that would trigger design review.**





**Aerial Photo**



# Close-up Aerial Map





**EXHIBITS PC-1 AND PC-2**

**COMPLETENESS LETTER**

**AND NOTICE**



sent per 4-28-15



City of  
**West Linn**

April 28, 2015

Glen Miller  
3433 McNary Parkway  
Lake Oswego, OR 97035

SUBJECT: CUP-15-01 application to use building for Church Worship/Assembly

Dear Glen:

Your resubmittal was received on April 24, 2015 is now **complete**. The City now has 120 days to exhaust all local review, including appeals. That period lapses on August 22, 2015. We are determining with our Planning Commission, the best date for which to schedule this project for a public hearing. You will receive written notice of the actual hearing date at least 20 days prior to the hearing.

Please contact me at 503-723-2539, or by email at [pspir@westlinnoregon.gov](mailto:pspir@westlinnoregon.gov) if you have any questions or comments.

Sincerely,

*Peter Spir*

Peter Spir  
Associate Planner

# AFFIDAVIT OF NOTICE

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

### GENERAL

File No. CUP-15-01 Applicant's Name GLEN MILLER - THE CORNER CHURCH  
Development Name \_\_\_\_\_  
Scheduled Meeting/Decision Date 6-3-15

**NOTICE:** Notices were sent at least 20 days prior to the scheduled hearing, meeting, or decision date per Section 99.080 of the Community Development Code. (check below)

### TYPE A

- A. The applicant (date) 5-14-15 (signed) S. Shroyer
- B. Affected property owners (date) 5-14-15 (signed) S. Shroyer
- C. School District/Board (date) \_\_\_\_\_ (signed) \_\_\_\_\_
- D. Other affected gov't. agencies (date) \_\_\_\_\_ (signed) \_\_\_\_\_
- E. Affected neighborhood assns. (date) ALL 5-14-15 (signed) S. Shroyer
- F. All parties to an appeal or review (date) 5-14-15 (signed) S. Shroyer

At least 10 days prior to the scheduled hearing or meeting, notice was published/posted:

Tidings (published date) 5-21-15 (signed) S. Shroyer  
City's website (posted date) 5-14-15 (signed) S. Shroyer

### SIGN

At least 10 days prior to the scheduled hearing, meeting or decision date, a sign was posted on the property per Section 99.080 of the Community Development Code.

(date) 5-15-15 (signed) [Signature]

**NOTICE:** Notices were sent at least 14 days prior to the scheduled hearing, meeting, or decision date per Section 99.080 of the Community Development Code. (check below)

### TYPE B \_\_\_\_\_

- A. The applicant (date) \_\_\_\_\_ (signed) \_\_\_\_\_
- B. Affected property owners (date) \_\_\_\_\_ (signed) \_\_\_\_\_
- C. School District/Board (date) \_\_\_\_\_ (signed) \_\_\_\_\_
- D. Other affected gov't. agencies (date) \_\_\_\_\_ (signed) \_\_\_\_\_
- E. Affected neighborhood assns. (date) \_\_\_\_\_ (signed) \_\_\_\_\_

Notice was posted on the City's website at least 10 days prior to the scheduled hearing or meeting.  
Date: \_\_\_\_\_ (signed) \_\_\_\_\_

**STAFF REPORT** mailed to applicant, City Council/Planning Commission and any other applicable parties 10 days prior to the scheduled hearing.

(date) 5-22-15 (signed) S. Shroyer

**FINAL DECISION** notice mailed to applicant, all other parties with standing, and, if zone change, the County surveyor's office.

(date) \_\_\_\_\_ (signed) \_\_\_\_\_

**CITY OF WEST LINN PLANNING COMMISSION  
PUBLIC HEARING NOTICE  
CUP-15-01**

The West Linn Planning Commission will hold a public hearing on Wednesday, June 3, 2015, **starting at 6:30 p.m.** in the Council Chambers in City Hall, 22500 Salamo Road, West Linn, to consider a request by the Community of Faith Church to use commercially zoned space at 1889 Willamette Falls Drive for worship services. A Conditional Use Permit is required. The site is further identified as tax lot 3100, Assessor's Map 31E 2BA).

The criteria applicable to Design Review are found in Chapter 60 of the West Linn Community Development Code (CDC). The decision by the Planning Commission to approve or deny this request will be based upon the applicable criteria. At the hearing, it is important that comments relate specifically to the applicable criteria.

The complete application for CUP-15-01 is available for inspection at no cost at City Hall or via the City of West Linn's website at <http://westlinnoregon.gov/planning/1889-willamette-falls-drive-conditional-use-permit>. Printed copies of these documents may be obtained at City Hall for a minimal charge per page.

At least ten days prior to the hearing, a copy of the staff report will be available for inspection at no cost or copies can be obtained for a minimal charge per page. For further information, please contact Peter Spir, Associate Planner, at City Hall, 22500 Salamo Road, West Linn, OR 97068, [pspir@westlinnoregon.gov](mailto:pspir@westlinnoregon.gov), or 503-723-2539.

The hearing will be conducted in accordance with the rules of Section 99.170 of the CDC. Anyone wishing to present written testimony on this proposed action may do so in writing prior to, or at the public hearing. Oral testimony may be presented at the public hearing. At the public hearing, the Planning Commission will receive a staff presentation, and invite both oral and written testimony. The Planning Commission may continue the public hearing to another meeting to obtain additional information, leave the record open for additional evidence, arguments, or testimony, or close the public hearing and take action on the application as provided by state law. **It is important to submit all evidence (in writing or at the hearing) to the Planning Commission. City Council review of any appeal is on the record.** Failure to raise an issue in person or by letter at some point prior to the close of the hearing, or failure to provide sufficient specificity to afford the decision maker an opportunity to respond to the issue, precludes an appeal to the Land Use Board of Appeals (LUBA) based on that issue.

Publish: West Linn Tidings, May 21, 2015

# EXHIBIT PC-3

## APPLICANT'S SUBMITTAL

**FILE NUMBER:**

**CUP-15-01**

**REQUEST:**

**Proposal to use the interior space at 1889 Willamette Falls Drive as a conditional use - religious institution.**



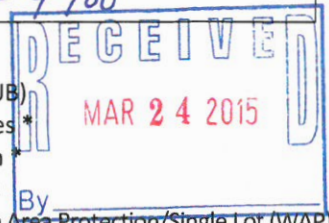


**DEVELOPMENT REVIEW APPLICATION**

For Office Use Only		
STAFF CONTACT <i>Zach Pelz</i>	PROJECT No(s). <i>CUP-15-01</i>	
NON-REFUNDABLE FEE(S) <i>\$200-</i>	REFUNDABLE DEPOSIT(S) <i>\$4500-</i>	TOTAL <i>\$4700-</i>

**Type of Review (Please check all that apply):**

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Annexation (ANX)                      | <input type="checkbox"/> Historic Review                                  | <input type="checkbox"/> Subdivision (SUB)                               |
| <input type="checkbox"/> Appeal and Review (AP) *              | <input type="checkbox"/> Legislative Plan or Change                       | <input type="checkbox"/> Temporary Uses *                                |
| <input checked="" type="checkbox"/> Conditional Use (CUP)      | <input type="checkbox"/> Lot Line Adjustment (LLA) **                     | <input type="checkbox"/> Time Extension *                                |
| <input type="checkbox"/> Design Review (DR)                    | <input type="checkbox"/> Minor Partition (MIP) (Preliminary Plat or Plan) | <input type="checkbox"/> Variance (VAR)                                  |
| <input type="checkbox"/> Easement Vacation                     | <input type="checkbox"/> Non-Conforming Lots, Uses & Structures           | <input type="checkbox"/> Water Resource Area Protection/Single Lot (WAP) |
| <input type="checkbox"/> Extraterritorial Ext. of Utilities    | <input type="checkbox"/> Planned Unit Development (PUD)                   | <input type="checkbox"/> Water Resource Area Protection/Wetland (WAP)    |
| <input type="checkbox"/> Final Plat or Plan (FP)               | <input type="checkbox"/> Pre-Application Conference (PA) **               | <input type="checkbox"/> Willamette & Tualatin River Greenway (WRG)      |
| <input type="checkbox"/> Flood Management Area                 | <input type="checkbox"/> Street Vacation                                  | <input type="checkbox"/> Zone Change                                     |
| <input type="checkbox"/> Hillside Protection & Erosion Control |   |  |



Home Occupation, Pre-Application, Sidewalk Use, Sign Review Permit, and Temporary Sign Permit applications require different or additional application forms, available on the City website or at City Hall.

**Site Location/Address:**

**1889 WILLAMETTE FALLS DRIVE  
 WEST LINN, OR 97068**

Assessor's Map No.: **00749051**

Tax Lot(s): **31E02BA03100**

Total Land Area: **.11 acre**

**Brief Description of Proposal: For legal description: 121 Willamette Falls BLKS 1 THRU 17 LT1 BLK9  
 ADD ANOTHER BATHROOM WHICH WILL ALLOW US TO INCREASE OUR HEADCOUNT ALLOWANCE AND  
 TO ALLOW "ASSEMBLY" USE.**

**Applicant Name: COMMUNITY OF FAITH CHURCH**

Phone: **503 303-7035**

Address: **1889 WILLAMETTE FALLS DRIVE**

Email: **pastordave@cofaith.net**

City State Zip: **WEST LINN, OR 97068**

**Owner Name (required): STEVEN TEKANDER**

Phone: **503 657-1094**

Address: **2008 WILLAMETTE FALLS DRIVE #200B**

Email: **stekander@aol.com**

City State Zip: **WEST LINN, OR 97068**

**Consultant Name: GLEN A. MILLER, RA**

Phone: **503 636-7979**

Address: **3433 MCNARY PKWY #602**

Email: **glen@gamillerarchitecture.com**

City State Zip: **LAKE OSWEGO OR 97035**

- All application fees are non-refundable (excluding deposit). **Any overruns to deposit will result in additional billing.**
- The owner/applicant or their representative should be present at all public hearings.
- A denial or approval may be reversed on appeal. No permit will be in effect until the appeal period has expired.
- Three (3) complete hard-copy sets (single sided) of application materials must be submitted with this application.**  
**One (1) complete set of digital application materials must also be submitted on CD in PDF format.**  
**If large sets of plans are required in application please submit only two sets.**

\* No CD required / \*\* Only one hard-copy set needed

The undersigned property owner(s) hereby authorizes the filing of this application, and authorizes on site review by authorized staff. I hereby agree to comply with all code requirements applicable to my application. Acceptance of this application does not infer a complete submittal. All amendments to the Community Development Code and to other regulations adopted after the application is approved shall be enforced where applicable. Approved applications and subsequent development is not vested under the provisions in place at the time of the initial application.

*[Signature]*  
 Applicant's signature

*3/22/15*  
 Date

*[Signature]*  
 Owner's signature (required)

*3/25/2015*  
 Date

---

March 23, 2015

City of West Linn, Oregon  
Planning & Development Department  
22500 Salamo Road #1000  
West Linn, Oregon 97068

RE: Community of Faith Conditional Use Permit  
1889 Willamette Falls Drive  
West Linn, Oregon

**Narrative re: Section 60.070 - Approval Standards and Conditions**

A. 1.

The existing site size and dimensions are depicted on the Site Plan drawing, and the applicant is not proposing to alter the existing structure. The Community of Faith is currently occupying the existing space, under an approved permit. However, they are proposing an additional use for a portion of their space for religious activities, which triggered the Conditional Use review and approval. Since no exterior building modifications are proposed, no adverse affects in terms of aesthetics will impact the surrounding properties and uses.

A. 2.

The shape, location, topography, and natural features of the site will not change under this approval, since the applicant is currently occupying the space within the existing building. The interior space under this proposal is suitable for their needs and expectations.

A. 3.

The Community of Faith is currently serving the needs of the community by providing a meeting place for religious activities, meetings, youth activities. These events will not change, and the community will continue to benefit from these activities.

A. 4.

Adequate public facilities are currently available and currently provide services to the property. No changes are proposed.

A. 5.

As depicted on the Drawings, the Traffic and Trip Generation Report, and the Application, we believe the requirements of the zone are met, and will continue to be met.

- A. 6. The supplementary requirements found in Chapters 52-55 of the CDC pertain to Signs, Sidewalk use, Landscaping, and Design Review, respectively. The applicant does not propose a change to any of these requirements under this proposal. Design Review is not required as there are no proposed exterior modifications other than perhaps a new exterior light fixture for egress as required by the Oregon Structural Specialty Code.
- A. 7. The applicant understands the use shall comply with the applicable policies of the Comprehensive Plan, and believes the applicable policies will be in compliance. The applicant is not aware of any non-compliant policies.
- B. Since this Conditional Use proposal is not related to enlarging or altering the existing structure, most, if not all, the development review provisions are not applicable. If there are any development review provisions that are related to this application, we will address them as needed.
- C. It is understood that the Planning Commission may impose conditions of approval, however it is not expected for this application.
- D. Aggregate extraction uses shall be subject to the provisions of ORS 541.605 pertains to watershed protection, and is not applicable to this application.
- E. Since this application does not involve any exterior modification (other than what is described in A. 6. above), we do not anticipate any conditions the Historic Review Board might impose.

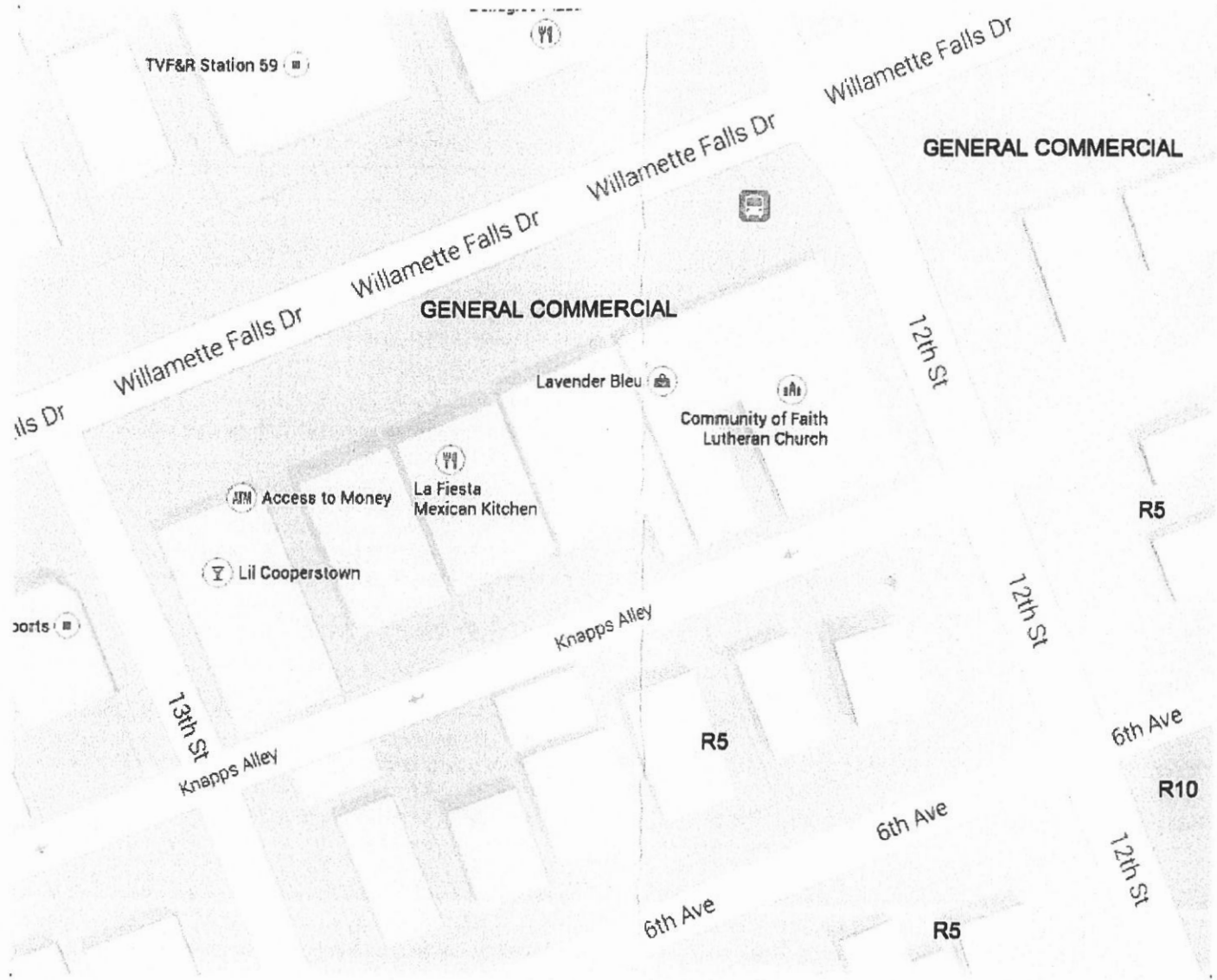
End of Narrative



Glen A. Miller, RA CSI  
**GA Miller Architecture PC**

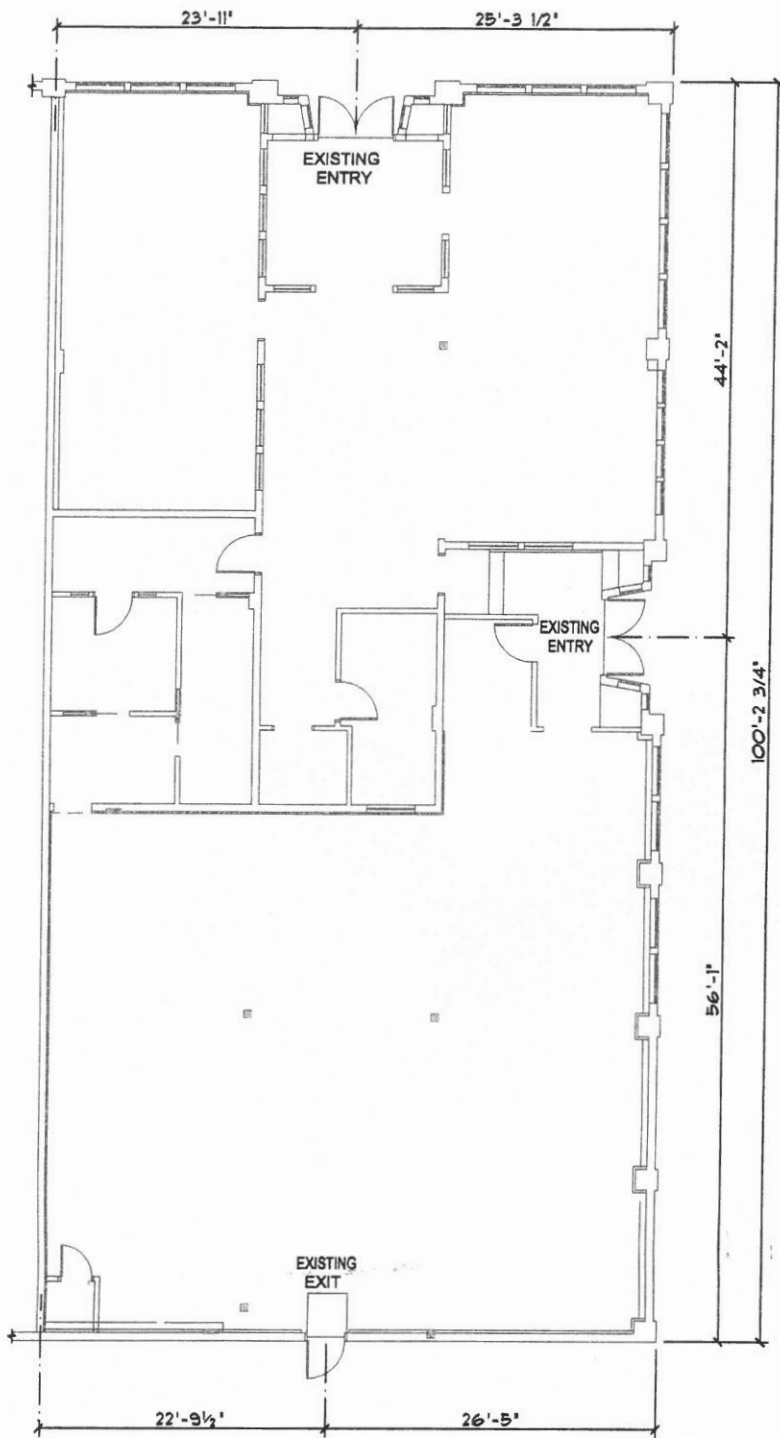
cc: Mark Childs, Community of Faith  
File





**3 VICINITY MAP**  
 60.080 N.T.S. XREF(S):---

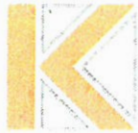
60.080 - A.  
 APPLICANT NAME: MR. MARK CHILDS, PRESIDENT, COMMUNITY OF FAITH  
 APPLICANT ADDRESS: 1889 WILLAMETTE FALLS DRIVE, WEST LINN, OREGON 97068  
 APPLICANT TELEPHONE NUMBER: 503.303.0735



NOTE: REFER TO ADDITIONAL INFORMATION THIS SHEET FOR ADDITIONAL INFORMATION REGARDING 60.080 (6)

**1 60.080 (6) PLAN**  
 60.080 1"=10' XREF(3)---





# KITTELSON & ASSOCIATES, INC.

TRANSPORTATION ENGINEERING / PLANNING

610 SW Alder Street, Suite 700, Portland, OR 97205 F 503.228.5230 F 503.273.8169

## MEMORANDUM

---

Date: March 16, 2015

Project #: 18678.0

To: Khoi Le, *City of West Linn*

Sara Javoronok, *City of West Linn*

cc: Mark Childs, *Community of Faith Lutheran Congregation*

From: Patrick Marnell and Diego Arguea, PE

Project: Church Conditional Use Application – West Linn, Oregon

Subject: Conditional Use Trip Generation Assessment

---

The *Community of Faith Lutheran Congregation* proposes to add a Sunday morning worship service to the existing operations occurring at 1889 Willamette Falls Drive, West Linn, 97068, triggering a conditional use permit application. This memorandum addresses the transportation related conditional use requirements as described in the West Linn Community Development Code (WLDC). Based on the analysis provided herein, the estimated trip generation for the proposed conditional use has a lesser impact on the adjacent street system than what would be allowed outright by the existing commercial zoning.

Additional details of the estimated trip generation and West Linn Traffic Impact Analysis (TIA) requirements are addressed herein.

## BACKGROUND

The subject property is located on the southwest corner of the Willamette Falls Drive/12<sup>th</sup> Street intersection, and occupies approximately 5,000 square feet of gross leasable area. Surrounding land uses include mixed-use commercial and single family residential to the north, single-family residential to the east and south, and commercial retail uses to the west.

### Existing Zoning

The existing *Community of Faith Lutheran Congregation* site is zoned General Commercial (GC) and is located in the Willamette Falls Drive Commercial District. Additionally, the site is located within a Commercial Historic Overlay Zone. Use of the existing facility as a religious institution is allowed as a conditional use under the *West Linn Community Development Code (WLCDC) Chapter 19.060*.

FILENAME: H:\PROJFILE\18678 - WEST LINN CHURCH CONDITIONAL USE\REPORT\DRAFT\18678\_MEMO\_3.16.2015.DOCX

## Existing Operations

The site currently operates as a church use without Sunday services, and serves as administrative offices and as a mid-week and evening meeting place for the *Community of Faith Lutheran Congregation*.

## PROPOSED CONDITIONAL USE

The *Community of Faith Lutheran Congregation* proposes to add Sunday morning worship services (currently held at an off-site location) to the existing church operations. The proposed conditional use permit would allow this facility to be operated as a church and to host Sunday morning worship services.

The proposed use is not anticipated to impact the weekday or Saturday trip generation at the facility. The facility will continue to serve as a meeting place for various evening activities including bible studies, choir practices, youth groups, community breakfasts, and children’s programs. Additional details addressing trip generation are provided in the following section.

## Trip Generation

The existing traffic profile for the *Community of Faith Lutheran Congregation* is attached for reference purposes as *Attachment “A.”* A summary of the trip generation profile for existing operations is provided in Table 1 below. Also provided in Table 1 are the estimated trips anticipated with the proposed Sunday morning worship service.

**Table 1 Estimated Trip Generation Profile (Existing VS. Proposed Use)**

Church Operations	Weekday Daily Trip Generation						
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Existing Operations <sup>1</sup>	26	50	106	0	22	32	30
Proposed Worship Service Addition	-	-	-	-	-	-	120
Total Trips	26	50	106	0	22	32	150
<b>Net New Trips (Total – Existing Operations)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>120</b>

<sup>1</sup> Trips based on information provided by *Community of Faith Lutheran Congregation* of vehicles attending on-site activities.

As shown in Table 1, the proposed Sunday worship service is not anticipated to increase weekday daily (or peak hour weekday) trip generation. The addition of Sunday morning worship services to the 1889 Willamette Falls Drive site is anticipated to increase Sunday traffic by 120 daily trips.

In addition to the trip generation profile of the existing and proposed church uses, a trip generation estimate for the existing site under GC zoning was prepared to compare to the proposed use. The trip generation is based on observations at similar developments, as summarized in the standard reference,



*Trip Generation, 9<sup>th</sup> Edition*, published by the Institute of Transportation Engineers. Based on the 5,000 square-foot gross leasable area, the *Specialty Retail* land use is used to estimate trip generation potential. The results are summarized below in Table 2.

**Table 2 Estimated Trip Generation Profile (Proposed Use VS. Allowed by Current Zoning)**

Land Use	ITE Code	Size (square feet)	Weekday Daily Trips	Average Weekday AM Peak Hour Trips	Average Weekday PM Peak Hour Trips	Weekend Daily Trips <sup>1</sup>
Proposed (Church w/ Sunday Service)	n/a	5,000	41 <sup>2</sup>	3 <sup>3</sup>	5 <sup>4</sup>	150
Allowed (Specialty Retail)	826	5,000	222	5	14	210
<i>Pass-by (34% Daily, AM, PM &amp; Saturday)</i>			(75)	(2)	(5)	(71)
<i>Primary Trips</i>			147	3	9	139
<b>Proposed – Allowed (Primary Trips)</b>			<b>(106)</b>	<b>0</b>	<b>(4)</b>	<b>11</b>

<sup>1</sup> To compare the highest weekend trip generation potentials of the existing facility, the Sunday trip generation for a Church is compared to the Saturday trip generation for a specialty retail land use.

<sup>2</sup> Calculated based on weekday (Monday – Friday) trips shown in Table 1

<sup>3</sup> Calculated based on weekday (Monday – Friday) AM peak hour trips shown in Attachment “A”

<sup>4</sup> Calculated based on weekday (Monday – Friday) PM peak hour trips shown in Attachment “A”

As show in Table 2, the use of the facility as a Church with Sunday services is anticipated to have an equal or lower weekday daily trip generation as compared with an outright retail use of the site.

As summarized in Tables 1 and 2, the proposed addition of a Sunday morning worship service is not anticipated to have any impact to the weekday daily or weekday peak hour traffic operations. As such, based on the requirements of the WLDC, we propose no further traffic operations analysis is needed to obtain conditional use approval for the site as proposed. Additional compliance with the code, addressing the need for additional study is detailed below.

To comply with the West Linn Development Code (*WLCDC 85.170.2.c.1*) a traffic impact analysis (TIA) is required with a land use application when one of three conditions is met. These conditions, and their applicability to the proposed conditional use permit are summarized below.

- (A) A change in zoning or a plan amendment designation; or

**[Response: No zone change or plan amendment in required.]**

- (B) Any proposed development or land use action that ODOT states may have operational or safety concerns along a State highway; and

**[Response: No operational or safety impacts are anticipated along State highways.]**

(C) *The development shall cause one or more of the following effects, which can be determined by field counts, site observation, traffic impact analysis or study, field measurements, crash history, Institute of Transportation Engineers Trip Generation manual; and information and studies provided by the local reviewing jurisdiction and/or ODOT:*

- (1) *An increase in site traffic volume generation by 250 average daily trips (ADT) or more (or as required by the City Engineer); or*

**[Response: As shown above in Tables 1 & 2 no increase in weekday ADT is forecast. The Sunday ADT is anticipated to increase by less than 250 ADT when compared to existing conditions.]**

- (2) *An increase in use of adjacent streets by vehicles exceeding the 20,000-pound gross vehicle weights by 10 vehicles or more per day; or*

**[Response: No increase in heavy vehicles is anticipated.]**

- (3) *The location of the access driveway does not meet minimum intersection sight distance requirements, or is located where vehicles entering or leaving the property are restricted, or such vehicles queue or hesitate on the State highway, creating a safety hazard; or*

**[Response: Access to the site primarily occurs from angled on-street parking. No changes to existing alleyway access are proposed in relation to the proposed conditional use.]**

- (4) *The location of the access driveway does not meet the access spacing standard of the roadway on which the driveway is located; or*

**[Response: No changes to existing accesses are proposed.]**

- (5) *A change in internal traffic patterns that may cause safety problems, such as backup onto the highway or traffic crashes in the approach area.*

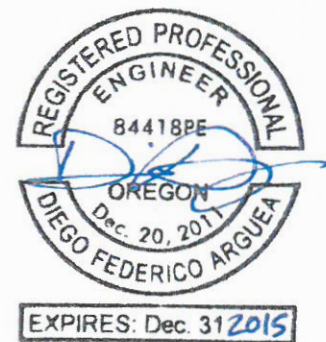
**[Response: Access to the site primarily occurs from angled on street parking. As such no internal traffic patterns are forecast to change.]**

## SUMMARY

The proposed Church land use with Sunday morning worship services of the *Community of Faith Lutheran Congregation* facility, located at 1889 Willamette Falls Drive, is not anticipated to increase weekday traffic volumes. As such, per *WLCDC 85.170.2.c.1* the identified impacts of the proposed conditional use do not require a TIA. We trust that this memorandum provides the necessary information for the City of West Linn staff to make transportation findings and recommendations to approve the proposed conditional use application. Please let us know if you have any questions or would like additional information.

## ATTACHMENT

A. *Community of Faith Lutheran Congregation* Existing and Proposed Trip Generation



Attachment A  
*Existing Trip Profile*

I

The Corner  
 1889 WF Drive  
 Weekly Schedule  
 WFD Traffic Summary  
 Version 2  
 2/13/2015

WEEK DAY	TIME	EVENT	PLACE	WFD CARS	TIME	MON	TUE	WED	THU	FRI	SAT	SUN	PRIME	MON-FRI
													7-9	4-6
Monday (2/2)					7:00						16		13	
	9:00am	Family Music for Toddlers	The Corner	7	8:00	7				6		30		
	9:45am	Moms & Munchkins	The Corner	6	9:00	6	15			5	16			
Tuesday (2/3)					10:00	7				6		60		
	10:00am	Women's Bible Study	The Corner	15	11:00	6	15			5				
	7:00pm	Alongsider Training	The Corner	10	12:00							30		
Wednesday (2/4)					1:00									
	4:00pm	Rehearsal - Children's Choir	The Corner	10	2:00									
	5:00pm	Rehearsal - Girls' Choir	The Corner	20	3:00			10						
	6:15pm	Rehearsal - Worship Team	The Corner	8	4:00			20						38
	7:00pm	Rehearsal - Chancel Choir	The Corner	15	5:00			18						
Thursday (2/5)					6:00		10	35				15		
	1:00pm	Chronic Cond's Workshop	Cath. Church	4	7:00			8						
Friday (2/6)					8:00			15						
	9:00am	Moms & Munchkins	The Corner	6	9:00		10					15		
	10:00am	Intercessory Prayer Team	The Corner	5	DAILY TRIPS	26	50	106	0	22	32	150	13	38
Saturday (2/7)														
	8:00am	Men's Breakfast	The Corner	16	TOTAL AS-IS							266		
Sunday (2/8)														
	10:00am	Sunday Worship	Trillium	60	TOTAL WITH CONDITIONAL USE							386		
	7:00pm	Youth Group (Jr/Sr Hi)	The Corner	15										
GRAND TOTAL				197										
WFD TOTAL				133	394									



# Community of Faith

A Lutheran Congregation in Mission for Christ

February 3, 2015

To Whom It May Concern:

This letter is to inform you of a neighborhood meeting on February 11, 2015 located at Pacific West Bank, 2040 8<sup>th</sup> Ave., West Linn at 7pm, and additionally another meeting on February 24, 2015 at our facility, The Corner, located at 1889 Willamette Falls Drive, West Linn at 7:00pm to discuss a proposed change of use as identified in the enclosed Pre-Application Conference request. Please note that the proposal may not be the only topic of discussion on the meeting agenda. Please contact the Neighborhood Association President should you have any questions that you would want to relay to us.

Community of Faith (CoF) took occupancy of 1889 WFD or what we call The Corner at 12<sup>th</sup> and Willamette Falls Drive in the summer of 2013. We use the facility for office and related administrative and meeting uses. We meet Sundays at Trillium Creek Primary School in the gymnasium, which is a wonderful, airy venue for our weekly services.

We took occupancy of The Corner under the allowed zoning in the summer of 2013. Having been in the facility a year, it has become obvious that we need an additional restroom in the facility. We often have multiple meetings occurring in the facility (mostly off hours), and have situations where children's groups that meet in the back have to use the rest rooms in the front, where other adult programs will be in process. It is our desire to keep the children separate and supervised, so we have requested a permit to add an additional restroom in the back of the facility.

Our current occupancy limit at The Corner is 49. As we are looking at our current meeting and operations, plus our hoped for growth, we can see where we might be bumping into that limit in the future. To raise the occupancy from 49 to 99 another restroom and some other miscellaneous improvements are required. Consequently, we decided to ask for an increase in occupancy when we permitted the third restroom. The City has come back and indicated that we are an "Assembly" use and require a Conditional Use Permit. While we could try to explain that we are doing the same things we initially said we would under the original allowed use, CoF has decided to cooperate with the conditional use request. We plan on continuing our regular services at Trillium, but it would be nice to have an occasional "service" at The Corner. Per the Conditional Use Permit process, we are sending out this notice to you.

Community of Faith has tried to become a productive member of the West Linn Community. Among other activities, we contribute to the West Linn Food Bank, have been involved in City clean up days, and have had a school yard cleanup day at Trillium. We try to be a constructive contributor to all of the Willamette Falls Drive events and have hosted a West Linn based blood drive.

We want to be good neighbors. We look forward to meeting with you at the Neighborhood Meeting to answer any and all questions and to make sure that we are cooperating completely with all of our neighbors.

Respectfully,

Mark Childs, President  
Community of Faith

**PRE-APPLICATION CONFERENCE**

THIS SECTION FOR STAFF COMPLETION		
CONFERENCE DATE:	TIME:	PROJECT #:
STAFF CONTACT:	FEE:	

Pre-application conferences occur on the first and third Thursdays of each month. In order to be scheduled for a conference, this form including property owner's signature, the pre-application fee, and accompanying materials must be submitted at least 14 days in advance of the conference date. Twenty-four hour notice is required to reschedule.

Address of Subject Property (or map/tax lot): 1889 Willamette Falls Drive

Brief Description of Proposal: **Existing tenant is making application for a Conditional Use Permit to allow religious activities (church). No exterior modifications proposed.**

Applicant's Name: Mr. Mark Childs  
 Mailing Address: 1889 Willamette Falls Drive, West Linn, Oregon 97068  
 Phone No: (503)303-7035 Email Address: markc@capacitycommercial.com

Please attach additional materials relating to your proposal including a site plan on paper up to 11 x 17 inches in size depicting the following items:

- North arrow
- Scale
- Property dimensions
- Streets abutting the property
- Conceptual layout, design and/or building elevations
- Easements (access, utility, all others)
- Access to and from the site, if applicable
- Location of existing trees, highly recommend a tree survey
- Location of creeks and/or wetlands, highly recommend a wetland delineation
- Location of existing utilities (water, sewer, etc.)

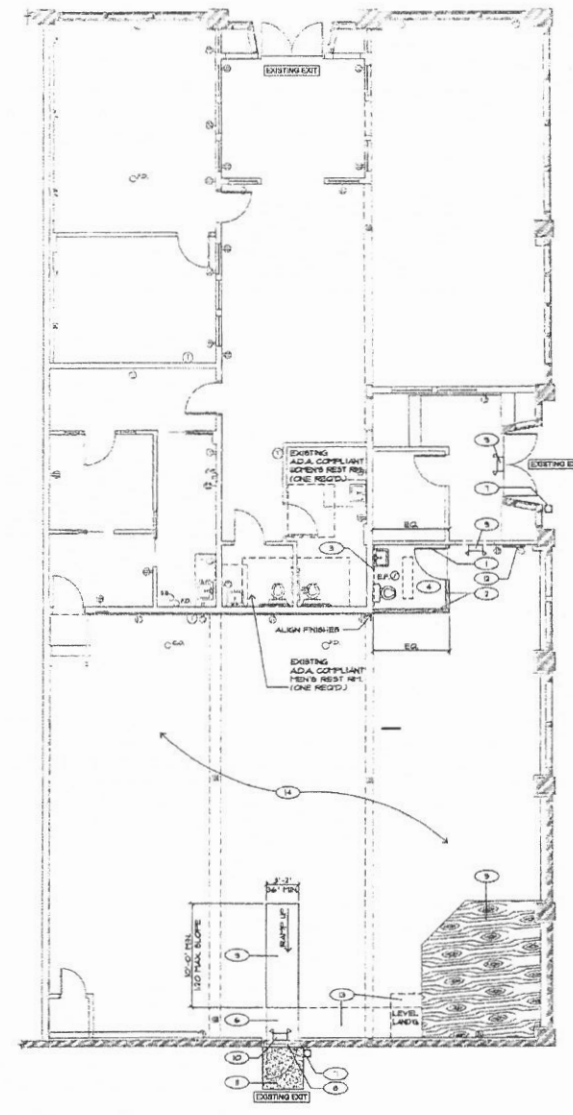
Please list any questions or issues that you may have for city staff regarding your proposal:

By my signature below, I grant city staff right of entry onto the subject property in order to prepare for the pre-application conference.

*Mark Childs* \_\_\_\_\_ Date 12/12/14

Property owner's signature

Property owner's mailing address (if different from above)



NOTE: SCALE IS 3/16"=1'-0"

**2 FLOOR PLAN**

Notes and data indicated on these documents are the property of G. A. Miller Architecture PC and were created, authored, and in connection with the specified project. None of such ideas, designs, arrangements, or data shall be used by, or disclosed to, for any purpose whatsoever without permission of G. A. Miller Architecture PC.

**GAMA**  
**GA MILLER ARCHITECTURE PC**

341 DEL PRADO  
 LAKE OSWEGO, OREGON 97036  
 503.536.7878  
 800.858.8866 - FAX  
 gnamiller@architecture.com

---

CONSULTANT

---

GENERAL CONTRACTOR

---

**COMM. OF FAITH T.I.**  
 1889 WILLAMETTE FALLS DR.  
 WEST LINN, OREGON

---

OWNER  
 COMMUNITY OF FAITH CHURCH  
 WEST LINN, OREGON

---

Community of Faith  
 Church of Christ

MARK	DATE	DESCRIPTION
JOB NO.	1309-30	
FILE	1309-30 A-1	
BY:		
PLAN CHECK NO.		
PERMIT NO.		
DATE:	OCTOBER 15, 2013	
© copyright	2014 GA MILLER ARCHITECTURE PC	
SHEET TITLE	<b>FLOOR PLAN / DETAILS</b>	
<b>A-1</b>		
SHEET	OF	



The Corner  
1889 Willamette Falls Dr  
West Linn, OR 97068



7012 0470 0000 0129 6227



1000



97068

U.S. POSTAGE  
PAID  
WEST LINN, OR  
97068  
FEB 03, 15  
AMOUNT

\$3.79

00100807-25

2-5  
10  
17

Michael Selvaggio, President  
Willamette Neighborhood Asso.  
1790 Fifth Avenue  
West Linn, OR 97068

97068453090



The Corner  
1889 Willamette Falls Dr  
West Linn, OR 97068

PORTLAND OR 970

03 FEB 2015 PM 3 L



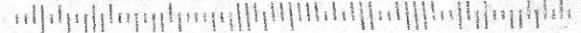
Paul & Melody Aanderud  
3203 Sabo Ln  
West Linn, C

NIXIE 970 5E 1009 0002/15/15

RETURN TO SENDER  
NOT DELIVERABLE AS ADDRESSED  
UNABLE TO FORWARD

BC: 97068452589 \*1329-04221-03-36

97068453090



The Corner  
1889 Willamette Falls Dr  
West Linn, OR 97068

PORTLAND OR 970

03 FEB 2015 PM 3 L



UTF

Byong Kim  
10354 Halfhitch Dr  
Anchorag

NIXIE 995 7E 1009 0002/10/15

RETURN TO SENDER  
NOT DELIVERABLE AS ADDRESSED  
UNABLE TO FORWARD



## Lynne Shaffer

---

**From:** Willamette Neighborhood Association <WillametteNA@westlinnoregon.gov>  
**Sent:** Monday, February 23, 2015 8:07 PM  
**To:** Lynne Shaffer  
**Subject:** RE: Community of Faith @ The Corner

Hi Lynne.

Regarding the question below, I rarely get home from work in time to get to the post office, and so was apparently unable to pick up the certified letter before the post office returned it. My apologies. I did try to leave early several times but was unable to.

I do expect to be there tomorrow... To be clear, I am under the impression that this is your meeting -- not a WNA meeting, correct?

I don't think there's anything in particular to have ready for me. I do want to clarify for the record, though, that the WNA is not the entity to be working through on the conditional use permit, and I hope you are working through the appropriate staff in the Planning Department. As a neighborhood association, we may choose to write a statement to the City regarding our thoughts on the application. It is important to note, though, that although we see all applications that come through, MANY (probably most) projects happen without any action on our part (because they're in accordance with our previously adopted "vision statement" as read by the Planning staff).

At the last WNA meeting, I thought you guys did a great job laying out what you wanted to do! There was some limited concern expressed about parking availability, but I thought the room was generally supportive. If you want to bring the issue back to the WNA to ask for a letter of support, I will be happy to provide time for that, and I would suggest that whomever attends be prepared to answer the questions about parking. It's your call.

I'll see you tomorrow! :)

-Mike Selvaggio  
Willamette Neighborhood Association

### Willamette

[willamettena@westlinnoregon.gov](mailto:willamettena@westlinnoregon.gov)  
<http://westlinnoregon.gov/willamette>  
Phone(503) 657-0331



[Click to Connect!](#)

Please consider the impact on the environment before printing a paper copy of this email.  
This e-mail is subject to the State Retention Schedule and may be made available to the public.

---

**From:** Lynne Shaffer [lynnes@cofaith.net]  
**Sent:** Monday, February 23, 2015 10:41 AM  
**To:** Willamette Neighborhood Association  
**Subject:** RE: Community of Faith @ The Corner

Also – in addition to the question below, will you be attending the meeting at our facility tomorrow night at 7:00? Is there anything we need to have ready?

Need your guidance 😊

Thanks...

**From:** Lynne Shaffer [mailto:lynnes@cofaith.net]  
**Sent:** Sunday, February 22, 2015 7:30 PM  
**To:** 'Willamette Neighborhood Association'  
**Subject:** RE: Community of Faith @ The Corner

Good Morning. Any idea why the letter was returned to us Friday? Is this really your mailing address below?

**From:** Willamette Neighborhood Association [mailto:WillametteNA@westlinnoregon.gov]  
**Sent:** Monday, February 02, 2015 10:11 PM  
**To:** Lynne Shaffer; Hall, Lori  
**Cc:** 'Mark Childs'; 'Michelle Mathison'  
**Subject:** RE: Community of Faith @ The Corner

My mailing address is:

1790 Fifth Avenue  
West Linn, OR 97068

Please send the other to Lori Hall or whomever else at the City she designates.

Thanks!

-Mike S.  
Willamette Neighborhood Association

Willamette  
[willamettena@westlinnoregon.gov](mailto:willamettena@westlinnoregon.gov)  
<http://westlinnoregon.gov/willamette>  
Phone(503) 657-0331



**Click to Connect!**

Please consider the impact on the environment before printing a paper copy of this email.  
This e-mail is subject to the State Retention Schedule and may be made available to the public.

---

**From:** Lynne Shaffer [lynnes@cofaith.net]  
**Sent:** Monday, February 02, 2015 2:57 PM  
**To:** Willamette Neighborhood Association  
**Cc:** 'Mark Childs'; 'Michelle Mathison'  
**Subject:** RE: Community of Faith @ The Corner

Mike – also I need you to designate one person with the City who should get a copy of the letter.



Proof of posting re: proposal and neighborhood meeting





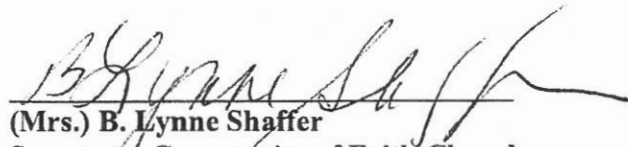


# Community of Faith

A Lutheran Congregation In Mission for Christ

**Affidavit of posting:**

**I, (Mrs.) B. Lynne Shaffer, attest that I posted sign prior to the neighborhood meeting pursuant to the standards of CDC section 99.038.**

  
**(Mrs.) B. Lynne Shaffer**  
**Secretary, Community of Faith Church**

**February 2, 2015**



**First American  
Title Insurance Company**

NATIONAL COMMERCIAL SERVICES

National Commercial Services  
200 SW Market St - Portland, OR 97201  
Phone: 866-747-3372 Fax: 866-879-4491  
Email: cs.commercial@firstam.com  
Today's Date : 12/17/2014

**OWNERSHIP INFORMATION**

Owner	: Tekander Steve	Bldg #	Of
CoOwner	:	Ref Parcel Number	: 31E02BA03100
Site Address	: 1889 Willamette Falls Dr West Linn 97068	Parcel Number	: 00749051
Mail Address	: 465 SW Borland Rd West Linn Or 97068	T: 03S	R: 01E S: 02 Q: NW QQ: NE
County	: Clackamas (OR)		

**PROPERTY DESCRIPTION**

Map Page Grid : 716 G2  
 Census Tract : 207.00 Block: 1  
 Neighborhood :  
 School District : 003  
 Subdivision/Plat : Willamette Falls  
 Improv Type : 493 Taverns  
 Property Use :  
 Land Use : 201 Com, Commercial Land, Improved  
 Legal : 121 WILLAMETTE FALLS BLKS 1 THRU 17  
 : LT1 BLK9  
 :

**ASSESSMENT AND TAX INFORMATION**

Mkt Land : \$51,243  
 Mkt Structure : \$763,310  
 Mkt Total : \$814,553  
 %Improved : 94  
 M50AssdTotal :  
 Levy Code : 003002  
 13-14 Taxes : \$12,519.84  
 Millage Rate : 18.5815  
 Zoning :

**PROPERTY CHARACTERISTICS**

Bedrooms	:	BldgSqFt	:	Year Built	: 1923
Bathrooms	:	1stFlrSqFt	:	Total Units	:
Family Room	:	2ndFlrSqFt	:	LotAcres	: .11
Kitchen	:	AtticSqFt	:	LotSqFt	: 5,000
Dining Room	:	BsmtFinSqFt	:	Lot Dimen	:
Utility Room	:	BsmtUnFinSqFt	:	Curb/Gutter	:
Living Room	:	BsmtTotalSqFt	:	StAccess	:
Other Rooms	:	TotalLvgSqFt	:	Paving Matl	:
Floor Cov	:	GarageSqFt	:	ElecService	:
Fireplace	:	GarageSpaces	:	Nuisance	:
Cooling	:	GarageType	:	Sewer	:
Heat Method	:	Patio SqFt	:	View Qlty	:
Heat Source	:	Patio	:	Foundation	:
WallMaterial	:	Deck SqFt	:	Roof Mat	:
Water Source	:	Deck	:	Roof Shape	:
Bldg Style	:	Stories	:	Const Type	:

**TRANSFER INFORMATION**

Owner Name(s)	Sale Date	Doc#	Sale Price	Deed Type	Loan Amount	Loan Type
:Tekander Steve	:07/17/1998	0098-65476	:\$325,000	:Warranty	:\$175,000	:Seller
:Philpot Louis/Roberta N	:08/17/1994	0094-66187	:	:Cr Est By	:	:
:Philpot Louis	:11/01/1986	0086-48289	:\$40,000	:	:	:
:	:	:	:	:	:	:
:	:	:	:	:	:	:
:	:	:	:	:	:	:

This title information has been furnished, without charge, in conformance with the guidelines approved by the State of Oregon Insurance Commissioner. The Insurance Division cautions intermediaries that this service is designed to benefit the ultimate insureds. Indiscriminate use only benefiting intermediaries will not be permitted. Said services may be discontinued. No liability is assumed for any errors in this report.

This map was prepared for assessment purposes only.

SW1/4 SEC35 T2S.R1E WM.  
CLACKAMAS COUNTY  
1" = 200'

DLC  
WILLIAM BLAND  
M. K. PERRIN  
JOSEPH FIELDS

NO. 55  
NO. 50 & 65  
NO. 67

2 1 E 35C  
& INDEX  
WEST LINN

23800





This map was prepared for  
assessment purpose only.

CANCELLED  
1700  
01  
4200  
3201  
2200  
F00



BOOK 27  
3 1E 2BA  
WEST LINN

This map was prepared for assessment purpose only.

NW1/4 NW1/4 SEC. 2 T.3S. R.1E. W.M.  
CLACKAMAS COUNTY  
1"=100'

D.L.C.  
RSHALL PERRIN NO.50,66  
JOSEPH FIELDS NO.51  
AMBROSE FIELDS NO.52

3 IE 2BB  
WEST LINN



SEE MAP 3 IC 28C

3047 27

3 IE 2BB  
WEST LINN

This map was prepared for assessment purpose only

SE 1/4 NW 1/4 SEC. 2 T.3S R.1E. W.M.  
CLACKAMAS COUNTY  
1" = 100'

D.L.C.  
MARSHALL FERRIN  
AMBROSE FIELDS NO. 50  
NO. 52

3 1E 28D  
WEST LINN



GREENWAY  
SEE MAP 4-4

3 1E 28D  
BOOK 27

MAILADDRESS	MAILCITY	MAILSTATE	MZIPANDZIP	PHONE
22500 Salamo Rd #100	West Linn	OR	97068-8301	
22500 Salamo Rd #100	West Linn	OR	97068-8301	
22500 Salamo Rd #100	West Linn	OR	97068-8301	
22500 Salamo Rd #100	West Linn	OR	97068-8301	
22500 Salamo Rd #100	West Linn	OR	97068-8301	
22500 Salamo Rd #100	West Linn	OR	97068-8301	
1970 8th Ave	West Linn	OR	97068-4669	
2015 8th Ave	West Linn	OR	97068-4605	
1980 Willamette Falls Dr #200	West Linn	OR	97068-4671	
1980 Willamette Falls Dr #200	West Linn	OR	97068-4671	
2500 Crestview Dr	West Linn	OR	97068-8290	
1693 12th St	West Linn	OR	97068-4637	
1980 Willamette Falls Dr #200	West Linn	OR	97068-4671	
1980 Willamette Falls Dr #200	West Linn	OR	97068-4671	
2008 Willamette Falls Dr #B	West Linn	OR	97068-4658	
7110 SW Clinton St	Tigard	OR	97223-2530	
11945 SW 70th Ave	Tigard	OR	97223-8566	
1832 Willamette Falls Dr	West Linn	OR	97068-4550	
11835 SW Ebberts Ct	Beaverton	OR	97008-7953	
4111 N Locust St	Canby	OR	97013-9143	
11945 SW 70th Ave	Tigard	OR	97223-8566	
1980 Willamette Falls Dr #200	West Linn	OR	97068-4671	
1785 Willamette Falls Dr #6	West Linn	OR	97068-4568	
17420 SW Parrett Mountain Rd	Sherwood	OR	97140-8555	
24979 SW Quarryview Dr	Wilsonville	OR	97070-6825	
1728 6th Ave	West Linn	OR	97068-4515	
1740 6th Ave	West Linn	OR	97068-4515	
1780 6th Ave	West Linn	OR	97068-4515	
1790 6th Ave	West Linn	OR	97068-4515	
465 SW Borland Rd	West Linn	OR	97068-9139	
1877 Willamette Falls Dr	West Linn	OR	97068-4525	
10354 Halfhitch Dr	Anchorage	AK	99515-2567	
1022 SW Stephenson Ct	Portland	OR	97219-7649	
1022 SW Stephenson Ct	Portland	OR	97219-7649	
1980 Willamette Falls Dr #200	West Linn	OR	97068-4671	
1818 6th Ave	West Linn	OR	97068-4517	
1830 6th Ave	West Linn	OR	97068-4517	
1870 6th Ave	West Linn	OR	97068-4517	
1888 6th Ave	West Linn	OR	97068-4517	
21630 SW Stafford Rd	Tualatin	OR	97062-8726	
25120 SW Petes Mountain Rd	West Linn	OR	97068-4552	

## Lynne Shaffer

---

**From:** Willamette Neighborhood Association <WillametteNA@westlinnoregon.gov>  
**Sent:** Thursday, February 12, 2015 9:06 AM  
**To:** Lynne Shaffer  
**Subject:** RE: Community of Faith @ The Corner - Meeting Tonight

Lynne --

Mark gave a great presentation last night!

Based on what I heard, I think there's a lot of comfort around your plans, although there were some questions around parking capacity in the neighborhood (historically, there's actually been more spots than there are perceived to be... If I recall the last City update on parking correctly, I think there's something like 900 spots within a 5-minute walk...). There were also some questions around police and fire needs, but those will be worked out in due course of the City's processes, so I'm not worried about that on our end.

Please do keep us up to date on how things progress. I don't anticipate that you'll have any problems with the neighborhood association moving forward. (Though any further illumination you could give as to parking details I'm sure would be well-received.) I'll keep you updated as I hear things.

At any rate, I want to echo what I noted in the meeting and say that I very much appreciate the reaching out; we're glad to have you as neighbors and thrilled that you guys were represented with us last night.

Thanks!

-Mike Selvaggio  
Willamette Neighborhood Association

Willamette  
[willamettena@westlinnoregon.gov](mailto:willamettena@westlinnoregon.gov)  
<http://westlinnoregon.gov/willamette>  
Phone(503) 657-0331



[Click to Connect!](#)

Please consider the impact on the environment before printing a paper copy of this e-mail.  
This e-mail is subject to the State Freedom of Access to Information Act and may be made available to the public.

---

**From:** Lynne Shaffer [lynnes@cofaith.net]  
**Sent:** Wednesday, February 11, 2015 12:51 PM  
**To:** Willamette Neighborhood Association  
**Subject:** RE: Community of Faith @ The Corner - Meeting Tonight

Ah ha 😊 Got it.

Thank you SO much!

Blessings...

## Lynne Shaffer

---

**From:** Willamette Neighborhood Association <WillametteNA@westlinnoregon.gov>  
**Sent:** Tuesday, March 03, 2015 2:10 PM  
**To:** Lynne Shaffer  
**Subject:** RE: Community of Faith @ The Corner - Meeting Tonight

Lynne --

The DRAFT minutes are posted on the City website and here's a direct link:

[http://westlinnoregon.gov/sites/default/files/fileattachments/willamette/meeting/9533/willamette\\_na\\_meeting\\_2015-02-11\\_minutes.pdf](http://westlinnoregon.gov/sites/default/files/fileattachments/willamette/meeting/9533/willamette_na_meeting_2015-02-11_minutes.pdf)

I can confirm that I have received documents from Community of Faith answering the parking questions, and I will be putting that on record at the March meeting.

I reached out to Sara at the City last week, but she was away for several days. I told her that I thought the presentation went well but asked if there was anything further she would want to see from us.

Thanks!

-Mike S.  
Willamette Neighborhood Association

### Willamette

[willamette@westlinnoregon.gov](mailto:willamette@westlinnoregon.gov)  
<http://westlinnoregon.gov/willamette>  
Phone(503) 657-0331



[Click to Connect!](#)

Please consider the impact on the environment before printing a paper copy of this email.  
This e-mail is subject to the State Retention Schedule and may be made available to the public.

---

**From:** Lynne Shaffer [lynnes@cofaith.net]  
**Sent:** Monday, March 02, 2015 9:07 AM  
**To:** Willamette Neighborhood Association  
**Subject:** RE: Community of Faith @ The Corner - Meeting Tonight

Good Morning, Kind Sir:

I hope this week is starting well for you ☺

Is it possible to get the meeting minutes from the February 11<sup>th</sup> meeting sometime this week? It would be greatly appreciated!

I could come pick them up, if need be – or an emailed copy would also work.

Blessings on your week...

**WILLAMETTE NEIGHBORHOOD ASSOCIATION**  
MEETING MINUTES, FEBRUARY 11, 2015

OFFICERS IN ATTENDANCE: Michael Selvaggio, President; Julia Simpson, Vice-President.

ATTENDEES: Kathie Halike, Terence Shumaker, Lonnie Shumaker, Arnie Peterson, Kathleen McDonald Peterson, Russ Axelrod, Mark Childs, David Sorenson, Laura Heidgerken, Holly Sorenson, Lynn Hannah, Don Kingsborough, Margaret Mathies, Sandi Gadow, Gail Holmes, Steve Tekauber, Erle Miller, Pauline Beatty, Kazi Ahmed, Shannon Vroman

The regular monthly meeting of the Willamette Neighborhood Association was called to order at 7pm.

MINUTES: The minutes of December 2014 and January 2015 were adopted as written.

TREASURER'S REPORT: The report will be read at the next monthly meeting.

REPORT ON THE LOT PARTNERSHIP BY GUEST SPEAKERS, Kazi Ahmed, Robinwood NA President and Shannon Vroman, Robinwood NA member: Kazi reported that the RNA will ask the City Council to enforce the 28 month project agreement (The original contract was 32 months; the second contract brought to the City Council was 28 months). A resolution from the WNA urging the LOT Project uphold the 28 month agreement was requested.

A delay should incur a penalty. The neighbors in the LOT area received a letter which indicated a project delay of 16 months. Kazi and Shannon shared the issues and difficulties of living in the LOT neighborhood: the noise, the trucks and equipment taking up road space, the bumpy road all on a daily/nightly basis. People who need to sell their homes are not able to. Russ Axelrod stated that the City Manager is the one to enforce the deadline requirements.

Mike Selvaggio projected a possible resolution for everyone to see. The resolution was discussed, amended and adopted with 13 yes, 0 no and 0 abstentions.

COMMUNITY OF FAITH PROJECT REPORT: Mark Childs, President, Community of Faith on 12<sup>th</sup> and Willamette, explained that additional programs necessitate the building of a new restroom and the raising of the occupancy allowance from 49 to 99. The City requires a Conditional Use Permit (CUP). Discussion ensued. Mark said that 110 parking spaces are located within one block of the Community of Faith, which would allow the group to conduct Sunday services if needed. (Currently, Sunday services are held at Trillium Elementary School on Sunday mornings). This project may help to create business in the area on Sunday mornings. Parking and traffic issues were discussed. Mike asked the Church to address these issues in a letter. The pre-application is already completed.

NEIGHBORHOOD SIGN DESIGN: Mike displayed a sample neighborhood sign with the words: "City of West Linn" on the top line and "Willamette Neighborhood" on the bottom line. After discussion, it was agreed to add the word "historic" to "Willamette Neighborhood." Payment (does the City pay for one or two signs?) and location of the signs is yet to be determined. The graphic of a house on the sign was discussed. Of the 4 choices (color, 4; black, 3; off-white background, 6; white background, 6) there was a tie between the white background

and the off-white background. It was agreed (8 votes) to have white lettering with the house background to match. Per group discussion, Mike will ask Elizabeth Rocchia to simplify the house design, add the word "historic," add the white lettering and background and then bring the new design back to the next meeting for review.

TRAFFIC ON WILLAMETTE FALLS DRIVE: several issues were discussed:

1. The crosswalks on WFD are difficult to see in dense traffic or bad weather because there is no sign or light up above the walks between 12<sup>th</sup> and 14<sup>th</sup> streets.
2. Zach Pelz, the TSP planner requests pictures of traffic issues (these can be sent with the app, "Your Gov.")
3. WNA will have a traffic committee to work on WNA traffic issues.

CITY COUNCIL GOAL SETTING RESULTS: goal packets were distributed and discussed.

FARMERS MARKET: Main Street will run the Market this summer. The fees will be waived for this year.

ANNOUNCEMENTS AND NOTICES:

Mayor Kovash steps down at the end of February.

WNA will ask the City to send a mailing to all WNA households in the near future.

A kayak locker is now installed where the Tualatin meets the Willamette River.

FOR NEXT MONTH: Several agenda items will be moved to next month—possible new sponsored bench placement; update on hotel development. Julie Parrish may be a guest speaker, depending on her schedule.

The meeting was adjourned at 8:34 pm.

Respectfully submitted,

Julia Simpson

## **Willamette Neighborhood Association**

February 11, 2015

Mayor John Kovash

22500 Salamo Road

West Linn, OR 97068

Re: Lake Oswego-Tigard Water Project

Dear Mayor Kovash:

The Willamette Neighborhood Association would like to add its voice to the concerns regarding project delays associated with the lake Oswego-Tigard Water Partnership (LOT) project currently underway in West Linn. Specifically, in regards to the letter from the Robinwood Neighborhood Association dated January 16, we would like to echo the sense of urgency felt by the residents and businesses who are inconvenienced beyond the originally-estimated project duration.

We urge the City to thoroughly explore its options in this matter in enforcing the conditional use permit, whether that takes the form of legal action, negotiated adjustments, or



remuneration from LOT. Further, we hope that as the project progresses, the City can ensure that LOT provides regular and transparent reports on progress so that our neighborhoods can be kept up to date as to any further changes.

We believe that any benefits to West Linn residents must be balanced against a transparent and accountable process.

The Willamette Neighborhood Association stands ready to offer what support it can in assisting the City as it addresses these concerns.

Respectfully,  
Michael Selvaggio  
Chair, Willamette Neighborhood Association

Cc: West Linn City Council  
City Manager Chris Jordan  
Zach Pelz