

DEVELOPMENT REVIEW APPLICATION

For Office Use Only		
STAFF CONTACT <i>PETER SPIR</i>	PROJECT NO(S). <i>MI-1505</i>	
NON-REFUNDABLE FEE(S) <i>1000</i>	REFUNDABLE DEPOSIT(S) <i>0</i>	TOTAL <i>1000</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 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 checked="" 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:

5253 WEST A STREET

Assessor's Map No.:

Tax Lot(s): *22E30CD04900*

Total Land Area: *5,250*

Brief Description of Proposal:

SEE ATTACHED

Applicant Name:
(please print)

CHRISTOPHER THORN

Phone: *971-801-3054*

Address:

5253 WEST A STREET

Email: *CHRISTOPHERNTHORN@GMAIL.COM*

City State Zip:

WEST LINN, OR 97068

Owner Name (required):
(please print)

CHRISTOPHER THORN

Phone: *971-801-3054*

Address:

5253 WEST A STREET

Email: *CHRISTOPHERNTHORN@GMAIL.COM*

City State Zip:

WEST LINN, OR 97068

Consultant Name:
(please print)

Address:

Phone:

Email:

City State Zip:

- 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

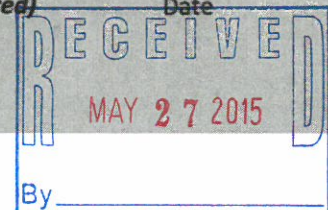
The undersigned property owner(s) hereby authorizes the filing of this application, and authorizes on site review by authorized staff. I hereby agree to comply with all code requirements applicable to my application. Acceptance of this application does not infer a complete submittal. All amendments to 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

5/20/15
Date

[Signature]
Owner's signature (required)

5/20/15
Date



City of West Linn
Planning & Development
22500 Salamo Rd #1000
West Linn, OR 97068

RE: Development Review Application

The intent of this remodel is to keep the charm of the existing garage built in 1919, and convert the function of the garage into a single bedroom, livable space. The exterior cedar shingles, wood corbels, and windows will remain. A new door and window (craftsman in style) will replace the existing coiling garage door (not original to the garage), and bring it to a more period appropriate look. Below is a sketch of the existing vs. proposed. No other modifications will be made to the west, north, or east elevations of the building.

Existing



Proposed



In response to the criteria identified in 66.080(B)(2)(a-b):

1. The existing garage structure will not be expanded in any way (horizontally or vertically), thus there will be no change to the non-conforming setbacks of the garage.
2. No trees will be cut/modified/removed during the garage conversion (ref. Ordinance 1192, 1987)

Sincerely,
Christopher Thorn

A handwritten signature in blue ink, appearing to read 'C. Thorn'.

5253 West A Street
West Linn, OR 97068
971-801-3054

christophernthorn@gmail.com

GARAGE CONVERSION

WEST LINN, OR

Existing



Proposed

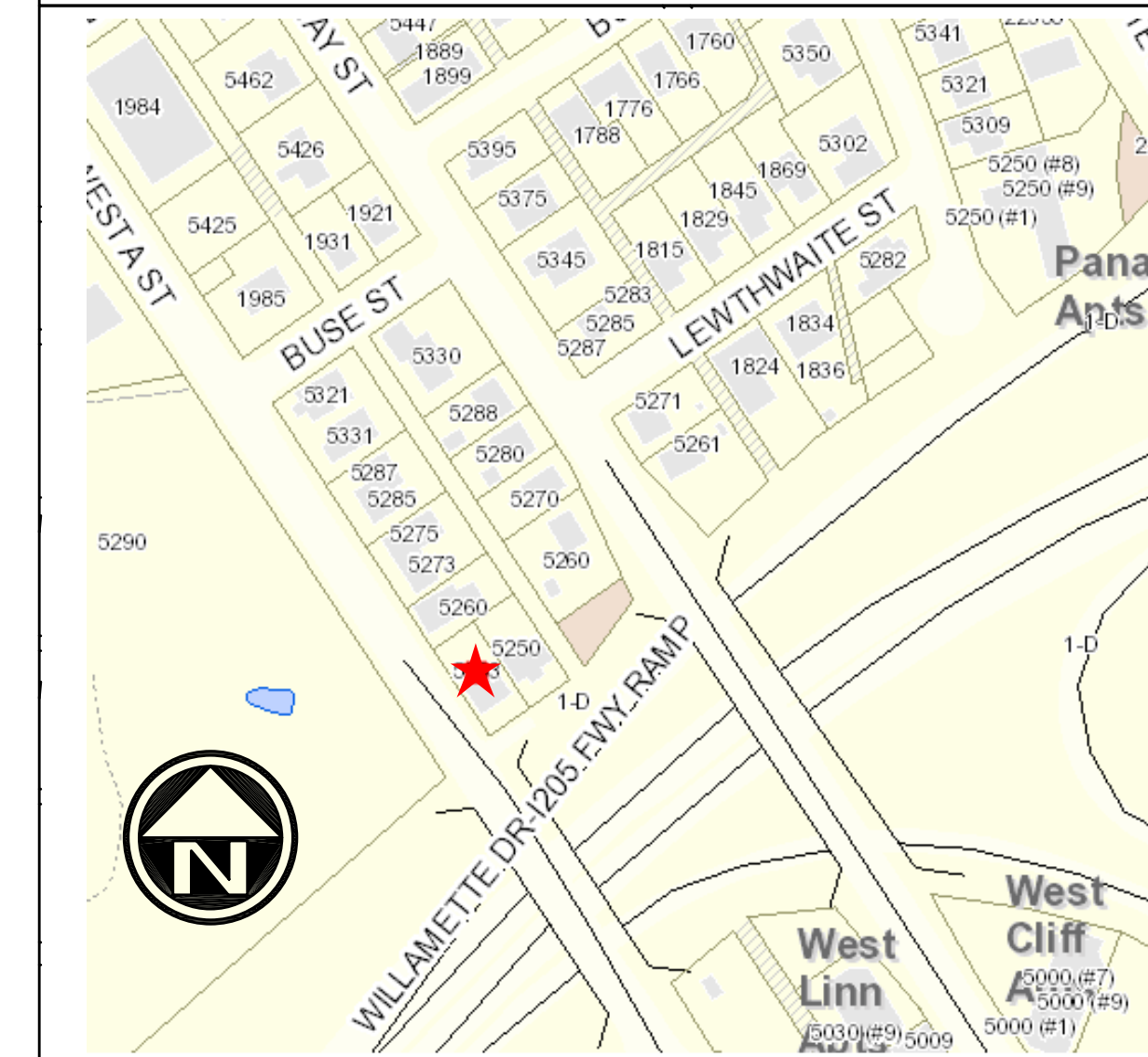


The intent of this remodel is to keep the existing charm of the 1919 Garage, and convert the garage into a single bedroom livable space. The exterior cedar shingles, wood corbels and windows will remain. A new door and window will replace the existing coiling garage door (not original to the garage) and bring it to a more period appropriate look.

PROPERTY INFORMATION

YEAR BUILT: 1919
 TAX LOT: 22E30CD04900
 PLAT NO: 366
 5253 WEST A STREET, WEST LINN,
 CLACKAMAS COUNTY, OREGON

VACINITY MAP



SHEET INDEX

- A.1 COVER SHEET
- A.2 SITE/UTILITY PLAN
- A.3 EXISTING FLOOR PLAN
- A.4 NEW FLOOR PLAN
- A.5 ELECTRICAL PLAN

OWNER

CHRISTOPHER THORN
 5253 WEST A STREET
 WEST LINN, OR
 97068
 971-801-3054
 CHRISTOPHERTHORN@GMAIL.COM

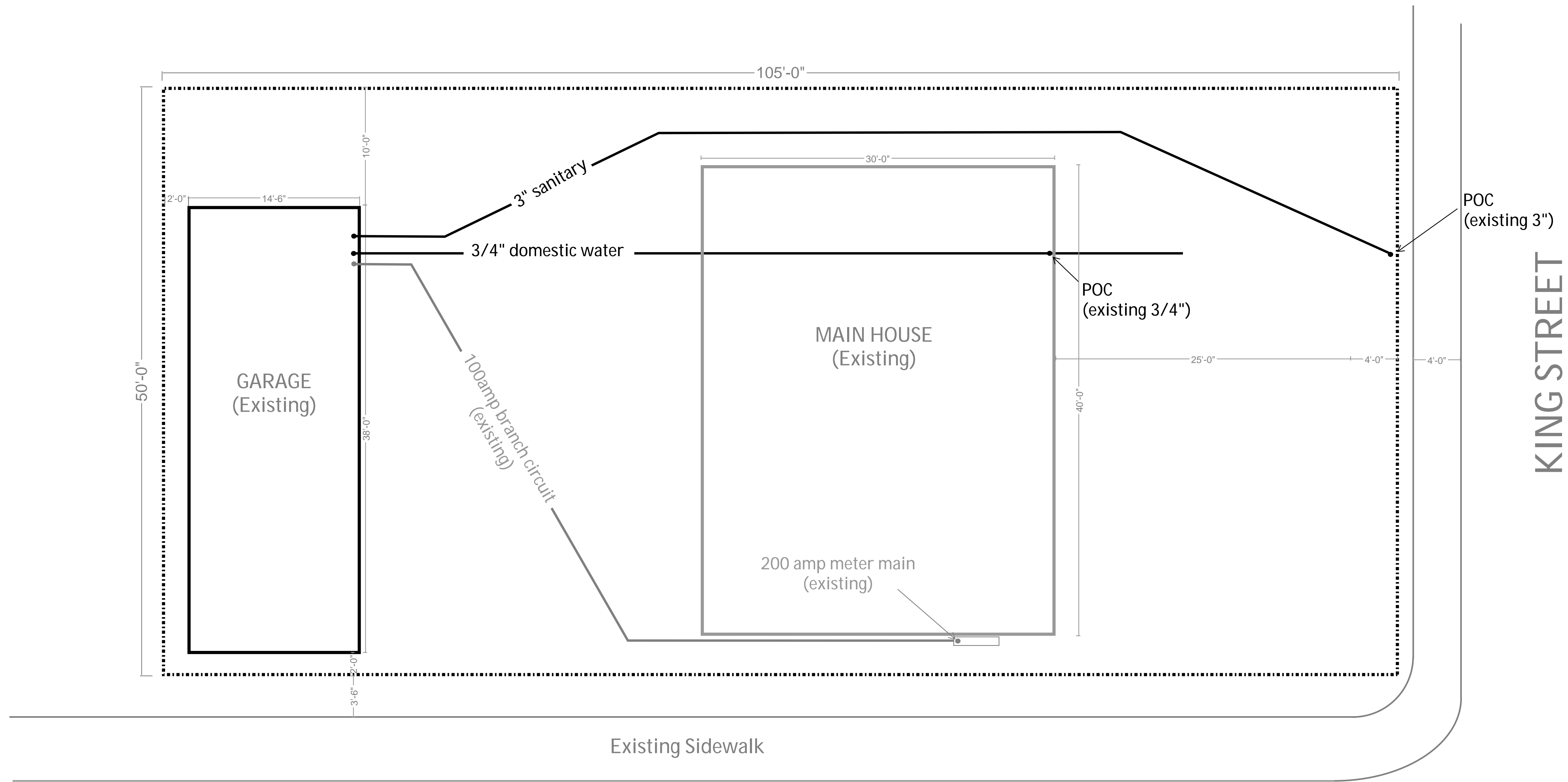
January 16, 2015

Revisions

△ 5.20.15

GARAGE CONVERSION

WEST LINN, OR

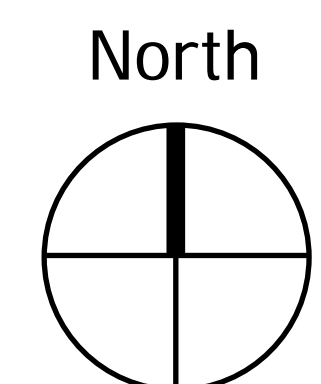


OWNER
 CHRISTOPHER THORN
 5253 WEST A STREET
 WEST LINN, OR
 97068
 971-801-3054
 CHRISTOPHERTHORN@GMAIL.COM

January 16, 2015

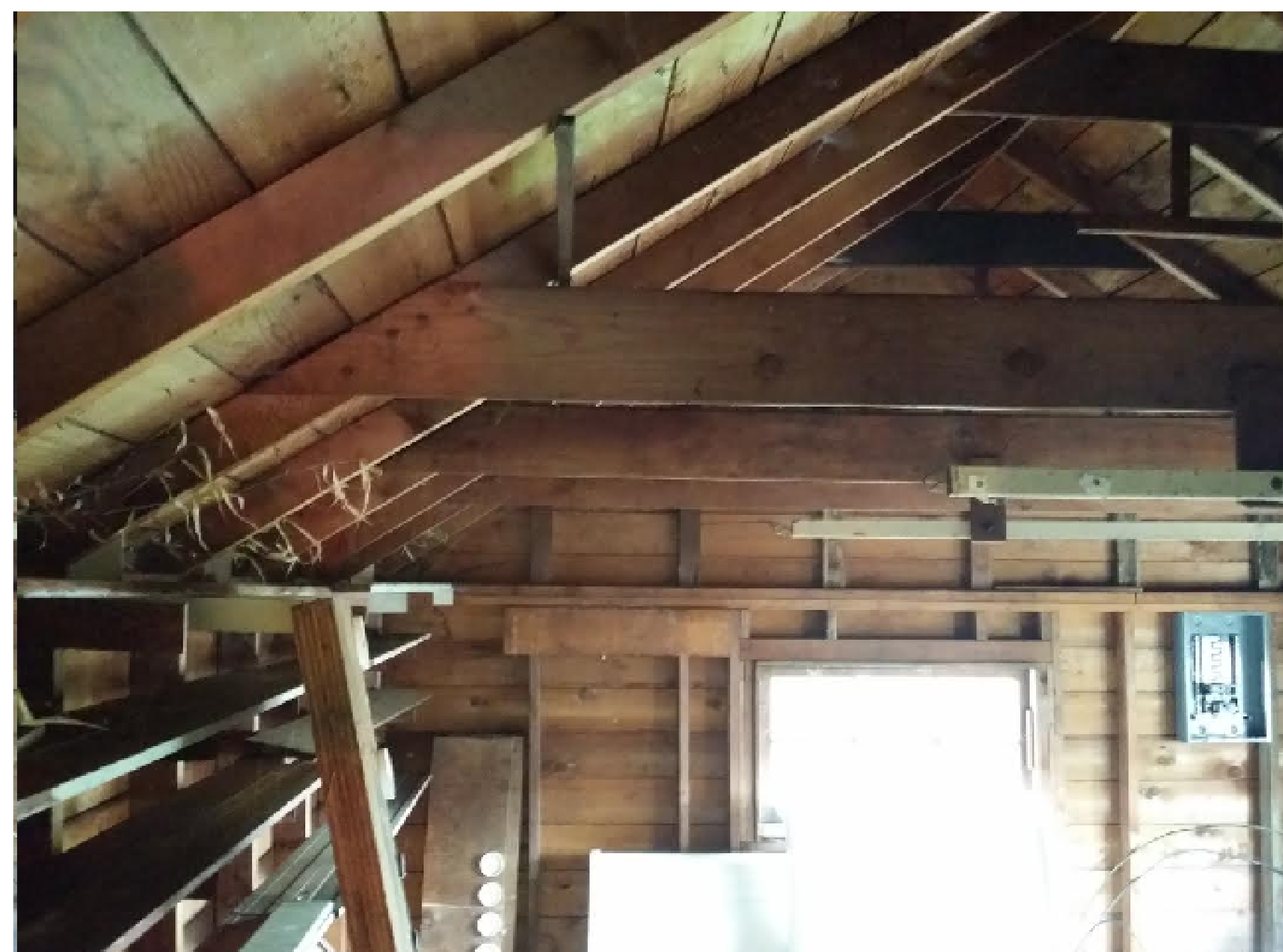
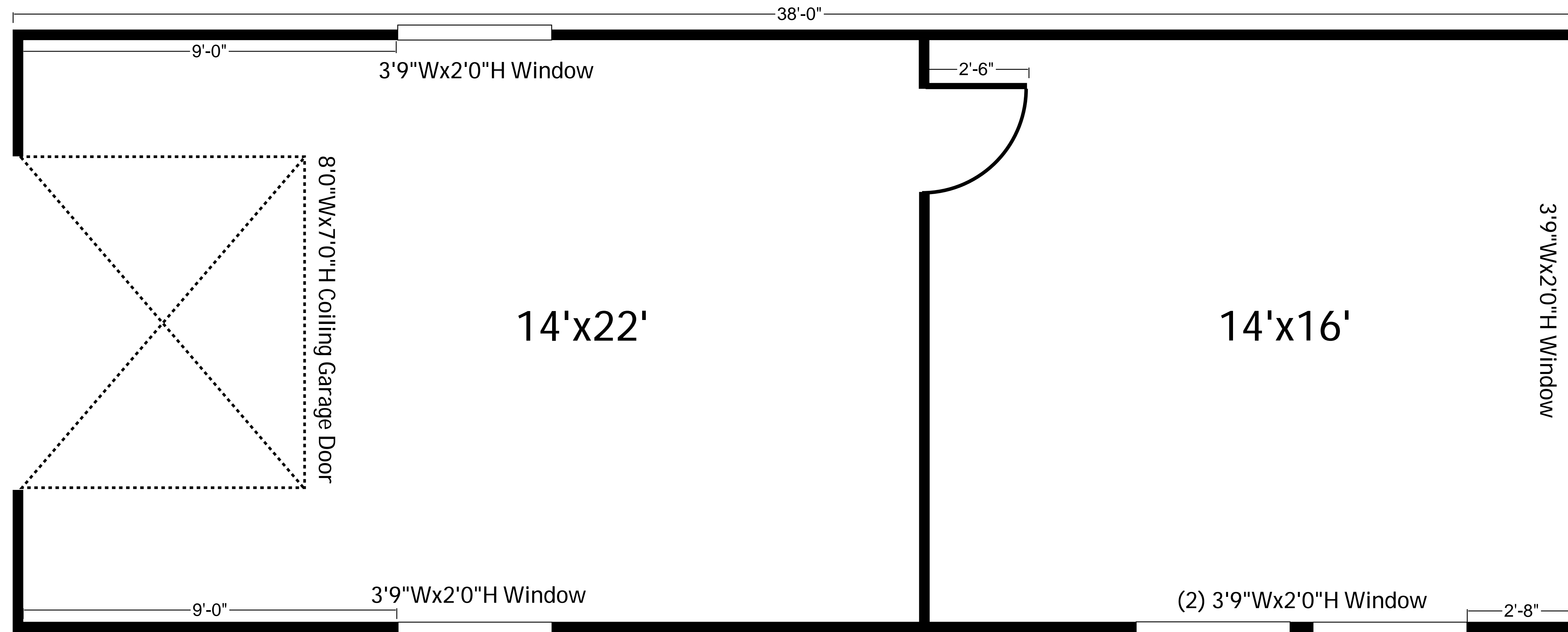
Revisions

△ 5.20.15



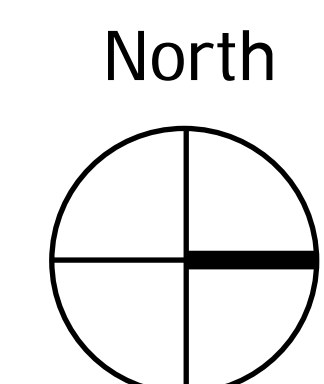
GARAGE CONVERSION

WEST LINN, OR



Existing Garage Notes

1. 24" OC 2x4 stud framing
2. 24" OC 2x4 rafters with various size/spaced ceiling joists/collar ties (see image to left)
3. No existing sheetrock/plaster/insulation



OWNER
 CHRISTOPHER THORN
 5253 WEST A STREET
 WEST LINN, OR
 97068
 971-801-3054
 CHRISTOPHERTHORN@GMAIL.COM

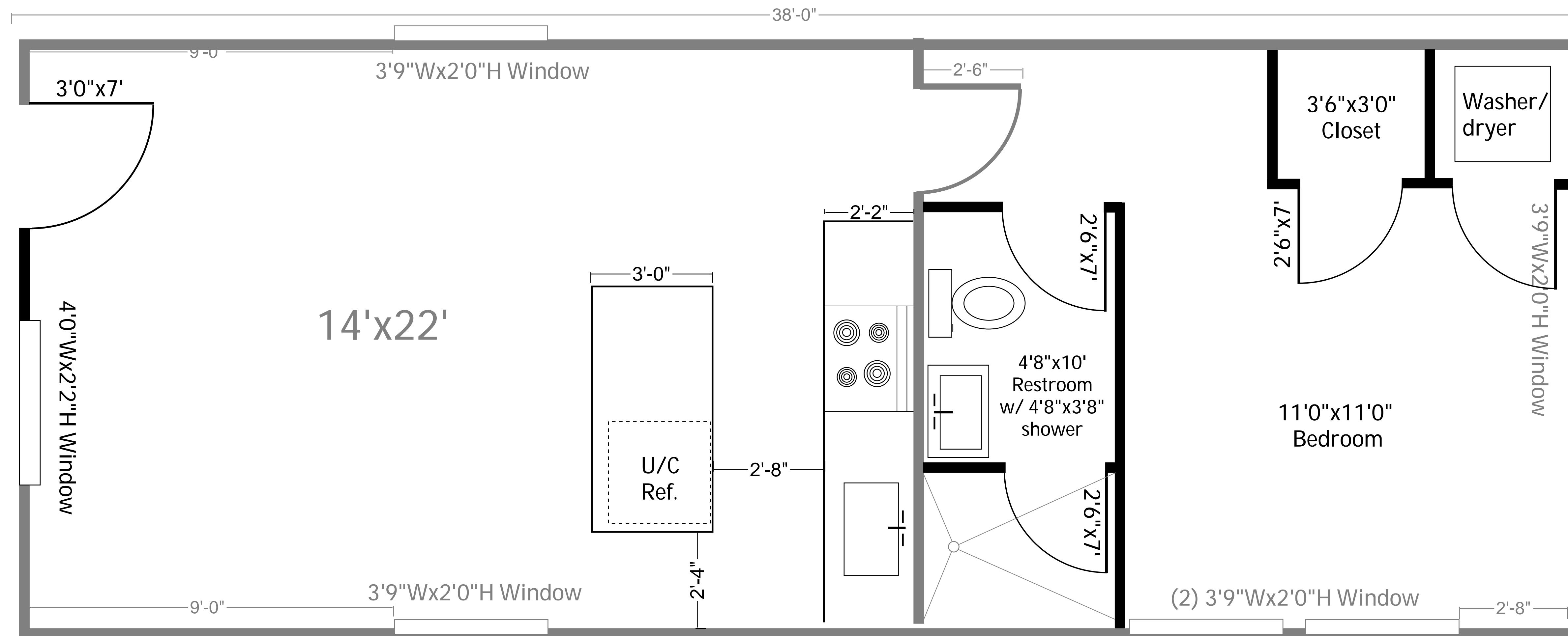
January 16, 2015

Revisions

△ 5.20.15

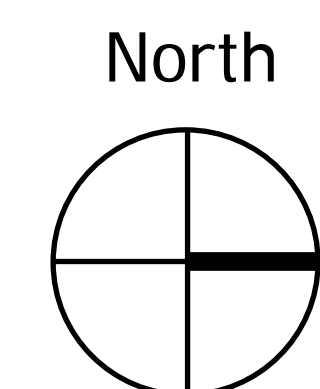
GARAGE CONVERSION

WEST LINN, OR



General Notes

1. 4" batt insulation added to all interior/exterior walls
2. 4" rigid insulation added to ceiling rafters
3. 5/8" sheetrock added to interior walls/rafters
4. exposed ceiling joists/collar ties
5. hardwood flooring in living/bedroom/closet
6. tile in restroom



OWNER
 CHRISTOPHER THORN
 5253 WEST A STREET
 WEST LINN, OR
 97068
 971-801-3054
 CHRISTOPHERTHORN@GMAIL.COM

January 16, 2015

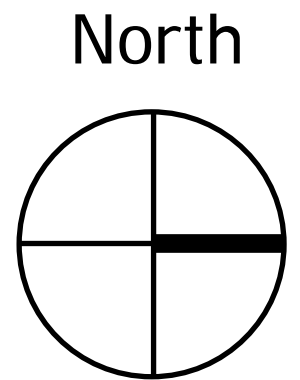
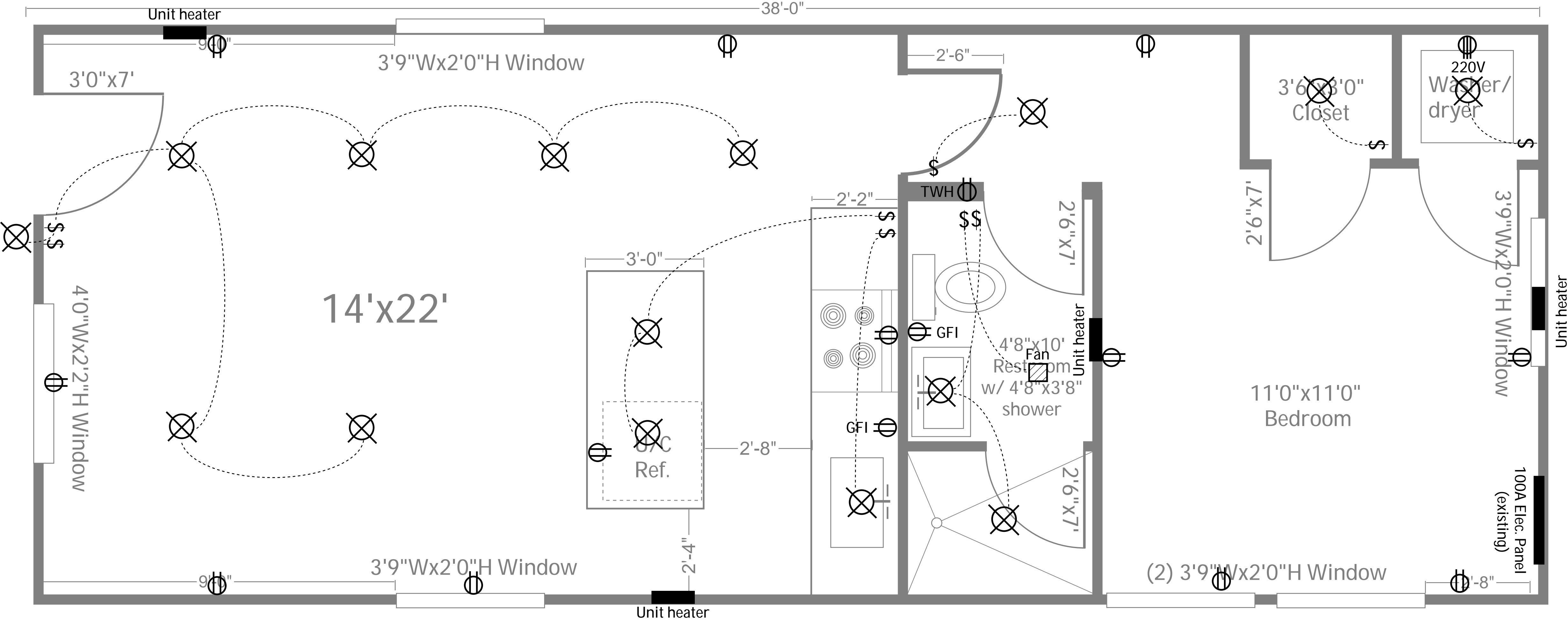
Revisions

△ 5.20.15

A.4
 New Floor Plan

GARAGE CONVERSION

WEST LINN, OR



OWNER
 CHRISTOPHER THORN
 5253 WEST A STREET
 WEST LINN, OR
 97068
 971-801-3054
 CHRISTOPHERTHORN@GMAIL.COM

January 16, 2015

Revisions
 ▲ 5.20.15

A.5
 Electrical Plan

City of West Linn
PRE-APPLICATION CONFERENCE MEETING
SUMMARY NOTES
May 21, 2015

SUBJECT: Proposed conversion of non-conforming structure to accessory dwelling unit at 5253 West A Street

FILE: PA-15-19

ATTENDEES: Applicant: Chris Thorn
Staff: Peter Spir, Associate Planner
Public: Gail Holmes, Karen Park

The following is a summary of the meeting discussion provided to you from staff meeting notes. Additional information may be provided to address any "follow-up" items identified during the meeting. These comments are PRELIMINARY in nature. Please contact the Planning Department with any questions regarding approval criteria, submittal requirements, or any other planning-related items. Please note disclaimer statement below.

Site Information

Site Address: 5253 West A Street
Site Area: 5,252 square feet
Neighborhood: Bolton
Comp. Plan: Medium density residential
Zoning: R-4.5 (4,500 square foot minimum lot size)
Environmental Overlays: None

Proposal: The applicant proposes to convert an existing garage, which is a non-conforming structure by virtue of inadequate setbacks, into an accessory dwelling unit (ADU). The elevation of the garage on West A Street will be modified by removing the garage door and replacing it with a door and window. An Alteration/Expansion of a Non-Conforming Structure permit is required per CDC Chapter 66. The ADU will be built per CDC Chapter 34.

Process

For the Alteration/Expansion of a Non-Conforming Structure permit, provide a scaled site plan and elevations and respond to the criteria of 66.080(B)(2)(a-b). N/A is not an acceptable response to the approval criteria. The submittal requirements may be waived, but the applicant must first identify the specific submittal requirement and request, in letter form, that it be waived by the Planning Manager and must identify the specific grounds for that waiver.

The fee is \$1,000. **Please note that fees may change after July 1, 2015, with a new Master Fee Schedule.** The CDC is online at <http://westlinnoregon.gov/cdc>.

Once the application and fee are submitted, the City has 30 days to determine if the application is complete or not. If the application is not complete, the applicant has 180 days to make it complete or provide written notice to staff that no other information will be provided.

Once the submittal is deemed complete, the staff will schedule the Planning Manager's decision date and post notice (there is a 14 day public notice period). After the Planning Manager's decision, there is a 14-day window for persons with standing to appeal to City Council. If no appeal has been received by the close of the appeal period, the Planning Manager's decision becomes final and the applicant may move forward with the development of their proposal.

Pre-application notes are void after 18 months. After 18 months with no application approved or in process, a new pre-application conference is required.

Pre-application notes are void after 18 months. After 18 months with no application approved or in process, a new pre-application conference is required.

Typical land use applications can take 6-10 months from beginning to end.

DISCLAIMER: This summary discussion covers issues identified to date. It does not imply that these are the only issues. The burden of proof is on the applicant to demonstrate that all approval criteria have been met. These notes do not constitute an endorsement of the proposed application ***or provide any assurance of potential outcomes.*** Staff responses are based on limited material presented at this pre-application meeting. New issues, requirements, etc. could emerge as the application is developed. ***A new pre-application conference would have to be scheduled one that period lapses and these notes would no longer be valid. Any changes to the CDC standards may require a different design or submittal.***