

REPORT
CITY OF LAKE OSWEGO
————— **PLANNING DIVISION** —————

PROPERTY OWNER/APPLICANT:

Melvin Taylor

FILE NO:

LU 15-0037

APPLICANTS' REPRESENTATIVES:

Westlake Consultants

STAFF:

Leslie Hamilton, AICP

TAX LOT REFERENCE:

Tax Lot 200 of Tax Map 21E19BA

DATE OF REPORT:

September 30, 2015

LOCATION:

18975 Pilkington Road

HEARING DATE:

October 19, 2015

ZONING DESIGNATION:

R-10

120-DAY DECISION DATE:

January 13, 2016

COMPREHENSIVE PLAN DESCRIPTION:

R-10

NEIGHBORHOOD ASSOCIATION:

Rosewood

I. APPLICANT'S REQUEST

The applicant is seeking approval of the following:

- A four-lot single family residential subdivision with two flag lots; and
- Removal of five trees for the associated site improvements.

II. RECOMMENDATION

Approval of LU 15-0037, with conditions. The complete listing of recommended conditions is provided on pages 17-23 of this report.

III. APPLICABLE REGULATIONS

A. City of Lake Oswego Community Development Code (Chapter LOC 50):

LOC 50.02.001	Residential Districts
LOC 50.04.001	R-10 Zone Dimensional Table
LOC 50.04.002	Special Street Setbacks
LOC 50.06.002	Parking
LOC 50.06.003.1	Access/Access Lanes (Flag Lots)
LOC 50.06.003.2	On-Site Circulation – Driveways & Fire Access Roads
LOC 50.06.003.5	Transit
LOC 50.06.004.1	Landscaping, Screening, & Buffering
LOC 50.06.004.2	Fences
LOC 50.06.004.3	Lighting
LOC 50.06.006.3.b	Drainage Standards for Subdivisions
LOC 50.06.007	Solar Access
LOC 50.06.008	Utilities
LOC 50.07.003.1	Burden of Proof
LOC 50.07.003.5	Conditions on Development
LOC 50.07.003.7	Appeals
LOC 50.07.007.2	Flag Lots

B. City of Lake Oswego Streets and Sidewalks Code [LOC Chapter 42]:

LOC 42.08.400 - 42.08.470	Streets and Sidewalks
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C. City of Lake Oswego Tree Code [LOC Chapter 55]:

LOC 55.02.010 - 55.02.084	Tree Removal and Mitigation
LOC 55.08.020 – 55.08.030	Tree Protection

IV. FINDINGS

A. Background/Existing Conditions:

1. The subject property is approximately one acre in size with frontage on Pilkington Road (a major collector) (Exhibit E1).
2. The site is developed with a single-family dwelling and associated accessory structures, all of which will be removed as a part of this application (Exhibit E4).
3. There are 44 trees on the site that are five inches in diameter or greater in size (Exhibit E8).
4. The properties abutting the site are zoned and developed as follows (Exhibit E2):

North: The properties abutting the site to the north are developed with single family dwellings in Clackamas County.

South and West: The property abutting the site to the south and west is Pilkington Park, which is zoned Parks and Natural Area (PNA).

East: The properties abutting the site to the east are developed with single family dwellings in Clackamas County.

V. REVIEW AND APPROVAL PROCEDURES

A. Neighborhood Meeting

The applicant held a neighborhood meeting on May 11th, 2015. The minutes of the meeting are included in this report as Exhibit F6.

B. Public Notice to Surrounding Area

The City has provided adequate public notice and opportunity to comment on this application pursuant to LOC 50.07.003. No comments were received prior to the publication of this report.

C. Burden of Proof

Per LOC 50.07.003.1.b, the applicant for a development permit shall bear the burden of proof that the application complies with all applicable review criteria or can be made to comply with applicable criteria by imposition of conditions of approval. The applicant has provided sufficient evidence to enable staff to evaluate the proposal. These documents are listed as exhibits at the end this report.

VI. MINOR DEVELOPMENT

A. Classification of Application

LOC 50.07.003.14.a.ii(9) designates a subdivision (with or without a planned development overlay) as minor development.

B. Criteria for Review of Application

Per LOC 50.07.003.14.d.ii, for any minor development application to be approved, it shall first be established that the proposal complies with:

1. The requirements of the zone in which it is located;

R-10 Dimensional Standards [LOC 50.04.001]

The site is zoned R-10. The applicant proposes to subdivide the site into four lots. In addition, two of the four lots are flag lots, subject to Flag Lot standards, some of which supersede the underlying R-10 zone requirements. Compliance with the Flag Lot standards is discussed under LOC 50.07.007.2, below. The applicant has demonstrated compliance with the R-10 dimensional standards as follows:

Maximum Density

The development density is determined by dividing the Net Developable Acre (excluding area in streets and access easements) by the minimum lot area requirement for the R-10 zone and rounding down to the nearest whole number.

MAXIMUM DENSITY CALCULATION	
Gross Site Area	43,124 sq. ft.
Area in street dedication or access easements	2,706 sq. ft.
Net Developable Area	40,418 sq. ft.
Minimum Lot Size in R-10	10,000 sq. ft.
Maximum Density	4 lots

Using Net Developable Acre, the potential maximum density for the project site is four lots. As Exhibit E5 illustrates, the applicant is proposing four lots, complying with the limitation of this standard.

Minimum Density

A minimum density of 80% of the maximum density allowed by the zone is required for all subdivisions. The minimum density is determined by multiplying the maximum density by 0.8. The result is rounded up for any product with a fraction of 0.5 or greater and rounded down for any product with a fraction of less than 0.5.

The minimum density for the site is three lots. The applicant is proposing four lots which meets the minimum density requirements (Exhibit E5).

Construction of future structures on all lots will be subject to the site development requirements that are in effect at the time of building permit application or at the time of construction if no building permit is required. The current dimensional standards for the R-10 zone are listed in the matrix below.

Standard	Minimum Requirement	Lot 1	Lot 2	Lot 3	Lot 4
Lot Area*	10,000 sq. ft.	10,068 sq. ft.	10,226 sq. ft.	11,365 sq. ft. (gross) 11,255 sq. ft. (net)	11,526 sq. ft. (gross) 11,416 sq. ft. (net)
Lot Width	65 ft	90 ft	90 ft	127 ft	127 ft
Setbacks**					
-Front	25 ft	25 ft	25 ft	12.5 ft	12.5 ft
-Side	10 ft	10 ft	10 ft	10 - 30 ft	10 - 30 ft
-Rear	30 ft.	30 ft	30 ft	10 ft	10 ft
Lot Coverage*	25-35%, depending on height of dwelling	2,517 – 3,523 sq. ft.	2,556 – 3,579 sq. ft.	2,841 – 3,977 sq. ft.	2,881 – 4,034 sq. ft.
Floor Area*	3,000 sq. ft. + [(lot size – 5,800) x 0.19], + 750 if garage provided	4,560 sq. ft. max	4,590 sq. ft. max	4,786 sq. ft. max	4,817 sq. ft. max
Base Height**	30-35 feet, depending on slope	Undeveloped	Undeveloped	Undeveloped	Undeveloped

*On Lots 3 and 4, which are flag lots, the area of the access easement is deducted from the lot size per LOC 50.07.007.2.d.iii. This net area is used to calculate floor area, per the definitions of “Floor Area” and “Lot Size” in LOC 50.10.003.2. However, the gross site area is used to calculate lot coverage, per the definition of “Lot Coverage in LOC 50.10.003.2.

**On Lots 3 and 4, these zone standards are superseded by the Flag Lot standards. See discussion below under Flag Lots.

As illustrated in the table above and in Exhibit E5, the proposed lots comply with all lot dimensional standards of the zone. In addition to the standards outlined above, the dwelling design and garage appearance and location standards of LOC 50.06.001.2 and 50.06.001.4 are applicable to future structures on each lot. Compliance with these standards will be reviewed at the time of building permit application.

Special Street Setbacks [LOC 50.04.002]

The purpose of the special street setback is to assure an adequate front yard setback is available in the event of possible future street improvements, such as additional lanes, pedestrian and bicycle facilities, transit facilities, drainage management improvements, lighting, and street landscaping.

Pilkington Road is identified as having a special setback of 30 feet from the east line of the Rosewood Plat. The required special street setback shall be measured from that reference point. The east line of the Rosewood Plat is 42.32 feet east of the existing right-of-way line along the site’s frontage. The existing right-of-way line/front lot line is located more than 30 feet away from the reference line (east line of the Rosewood Plat); therefore, in practice, the special street setback would not apply for this site.

Flag Lots [LOC 50.07.007.2]

Lots 3-4 are being created through the requirements of the Flag Lot standards. Flag lots are regulated by the applicable criteria of the underlying zone, as well as additional specific requirements of LOC 50.07.007.2. The applicant’s narrative has addressed the specific requirements of this section of the Code (Exhibit F1).

Access

Street frontage for a flag lot is not required, but access to a public or private street is. Access must be consolidated where practicable, including consolidation with the parent lot. Access lanes shall extend through the site to abutting developable property in order to provide a continuous connecting access lane where practicable.

While only Lots 3-4 are considered flag lots (no frontage on a public street), access for all lots is consolidated into one access point on Pilkington Road (Exhibit E5).

LOC 50.07.007.2.c.iii(2) requires that an access lane serving four dwelling units must be provided in a minimum 20-foot easement and must have a minimum of 12 feet of pavement with 4-foot shoulders on both sides. In addition, no more than two access lanes are allowed within 50 feet of each other.

As shown in Exhibits E5 and E11, access for Lots 1-4 will be provided within a 22-foot access easement which will be paved to a 20-foot width. The nearest driveways to the shared

access lane are located more than 50 feet away in both directions (Exhibit E2). As a condition of approval, the applicant will be required to record with the final subdivision plat a maintenance agreement for the access and utility easements. As conditioned, these standards are met.

Lot Configuration

Per LOC 50.07.007.2.d.i(1), the front yard of a flag lot is measured from the access lane or from a projected extension of the access lane through the property. As shown on Exhibit E6, both flag lots are oriented towards the access lane projection. This standard is met.

Building Orientation

New dwellings on flag lots shall have the front of the house oriented toward the access lane or the access lane projection. This will be made a condition of approval for the construction of new dwellings on Lots 3 and 4.

Building orientation should provide the maximum separation and privacy from existing dwellings on abutting lots. As shown in Exhibit E2, existing development to the north has side yards abutting Lot 4 (18911 Pilkington and 18830 Reao Court). The proposed setbacks for the flag lots provide between 10-30 feet of setback from all property lines. This standard is met.

Future garages on all flag lots are required to meet specific orientation and appearance standards per LOC 50.07.007.2.e.ii. Although no building plans have been submitted for Lots 3 and 4, the building envelope is large enough to comply with the garage placement standards of this standard. Compliance with this standard for Lots 3 and 4 will be assured during the building permit approval process. These standards are or can be met.

Height

Structures on flag lots shall not exceed either the average height of all dwellings on properties abutting the development site or 22 feet, whichever is taller. Where there is no dwelling on the abutting property or the dwelling is located more than 100 feet away from the development site, the maximum height permitted in the underlying zone is used for the calculation.

There are four lots that abut the parent parcel (Exhibit E2); two are developed with single family dwellings, one is vacant (Tax Lot 114, immediately to the west of 18830 Reao Court), and the fourth is developed as Pilkington Park. The dwelling at 18830 Reao Court is more than 100 feet away from the development site. For the purpose of establishing the base height for the two flag lots, the following heights were assigned using the methodology under LOC 50.07.007.2.e.iii:

18911 Pilkington Road	14 feet
18830 Reao Court (dwelling more than 100 feet away)	30 feet
Tax Lot 114 (vacant)	30 feet
Pilkington Park (developed as park)	30 feet

The average height of the development on the four lots is therefore 26 feet (Exhibits E4 and F1). Additional height is allowed above the maximum height for roof forms and architectural features in compliance with LOC 50.07.007.1.e.iii(4). The 26-foot height restriction will be included as the maximum base height allowed on Lots 3-4 in a Notice of

Development Restriction to be recorded along with the final subdivision plat. As conditioned, this standard is met.

Setback Requirements

The standard front, side and rear yard setbacks for primary structures in the R-10 zone are superseded by the yard setbacks as outlined in LOC 50.07.007.2.e.v. Side and rear setbacks are established at the time of flag lot creation. The table below lists the setbacks applicable to a flag lot in the R-10 zone.

REQUIRED FLAG LOT SETBACKS [LOC 50.07.007.2.e.v]		
	Numerical Requirements	Additional Requirements
Front: Structure Garage or carport	10 feet 20 feet	Measured from the access lane or projected access lane.
Sum of Side and Rear Setbacks	Not less than 50 feet; in no case shall a rear or side setback be less than 10 feet.	Provide setbacks similar to those on abutting properties.
Access Lane	When siting an access lane, it shall not be placed less than 5 feet from any existing structure.	

The proposed setbacks for Lots 3-4 are shown in Exhibit E6. There are no structures within five feet of the proposed access lane because the existing structures on the site will be demolished (Exhibits E5 and F1). The required 10-foot front yard setback for a dwelling and 20-foot setback for a garage, measured from the access lane projection, is met for both flag lots. No rear or side yards are less than 10 feet in depth. These standards are met.

Landscaping and Screening

Per LOC 50.07.007.2.f.i, a minimum 5-foot landscape buffer should be provided abutting both sides of the access lane serving flag lots to provide a visual buffer for the affected dwellings on abutting lots. The applicant did not submit a landscape plan illustrating these buffers. As a condition of approval, the applicant will be required to submit a landscape plan showing compliance with this standard on both sides of the access lane. The plant material used for the screening shall include trees and shrubs that are of a size to provide an effective screen within two years of planting. Trees shall be a minimum of 2” caliper, and shrubs a minimum of five gallon at the time of planting; plants identified as Invasive on the Lake Oswego Plant List cannot be used to meet this standard. Maintenance of the buffer shall be an ongoing obligation of the property owners. As conditioned, this standard can be met.

LOC 50.07.007.2.f.iii requires that the rear and side yards of flag lots be screened from adjacent properties with a 6-foot tall fence, except where the abutting property owner(s) agree in writing that a fence is not necessary along the common property line. There is an existing chain link fence along the south and west property lines of the site, and a wooden fence along the north property line; however, chain link fencing does not screen views and the wooden fence only three feet in height.



Existing fences along north (left photo) and south and west right photo) property lines.

As a condition of approval, the applicant will be required to submit a landscape plan showing compliance with these fence standards, unless the abutting property owner(s) agree in writing that such fence is not necessary along the common property. As conditioned, this standard can be met.

In addition to the fence requirement, a minimum 6-foot wide landscaped buffer is required along the rear property lines of the two flag lots unless a written waiver of the requirement is obtained from the abutting property owner(s). The applicant did not submit a landscape plan illustrating these buffers [for Lot 3, the rear is the south property line; for Lot 4, the rear is the north property line]. As a condition of approval, the applicant will be required to submit a landscape plan showing compliance with this standard along the rear property lines of Lots 3 and 4. The buffer shall be planted with a deciduous or evergreen hedge, a minimum of four feet in height at planting, which will grow to a height of six feet within two years and shall be maintained at that height, except where the abutting property owner(s) agree in writing that a landscaped buffer is not necessary. Plants identified as Invasive on the Lake Oswego Plant List cannot be used to meet this standard. As conditioned, this standard can be met.

Conclusion

Staff finds that, as conditioned, Lots 3-4 can be made to comply with the requirements of the Flag Lot standards.

3. The Development Standards applicable to a Minor Development [LOC 50.06]

Parking [LOC 50.06.002]

This standard requires that a single-family dwelling provide one off-street parking space. This standard may be satisfied by garage parking for single-family residences.

Exhibit E5 illustrates that all lots are large enough to accommodate one or more off-street parking spaces. Compliance with this standard will be assured during the building permitting review process. This standard is met.

Access/Access Lane (Flag Lots) [LOC 50.06.003.1]

This standard requires that every lot (except flag lots) abut a public street for a width of at least 25 feet and that the proposed point(s) of access be adequate for the site based on the topography, traffic volume generated by the development, and classification of the public street from which the access is taken.

Lots 1-2 are not flag lots and abut Pilkington Road for more than 25 feet (Exhibit E5). The proposed access design includes a shared access lane serving all lots from Pilkington Road (Exhibit E5). The applicant has provided a sight distance plan (Exhibit F3) demonstrating that the shared access lane can be made safe for drivers entering and exiting the site.

The shared access lane serving Lots 1-4 is located in a 22-foot access easement and is more than 100 feet from the nearest intersection (Exhibits E2 and E5). This access lane will be paved to a 20-foot width. In addition, any landscaping in the vicinity must comply with vision clearance regulations. As conditioned, this standard is met.

On-Site Circulation – Driveways and Fire Access [LOC 50.06.003.2]

This standard contains the geometric design standards for proposed driveways that act as fire department access roads, and other design features such as maximum permissible slope and the width of driveway approaches. All driveway approaches shall be located and designed so that the driver entering or exiting the driveway can see approaching traffic for a sufficient distance to make a safe entrance or exit. The American Association of State and Highway Transportation Officials (AASHTO) standards shall be used in determining compliance with this standard.

The applicant's materials (Exhibits E4 and E7) show a new private shared access lane will provide access from Pilkington Road for all lots.

The applicant has provided a preliminary sight distance analysis dated July 23, 2015 (Exhibit F3), prepared by a traffic engineer indicating that adequate sight distance according to AASHTO can be achieved. The sight distance from the proposed access was measured to be in excess of 450 feet to the north and in excess of 500 feet to the south, and no sight distance mitigations are recommended. The Fire Marshal has found that the proposed access for the four lots is adequate for fire access as proposed (Exhibit F4). The City Engineer agrees with the Fire Marshal and applicant's findings. This standard is met.

On-Site Circulation – Bikeways, Walkways and Accessways [LOC 50.06.003.3]

This standard is applicable to subdivisions and requires that accessways for use by pedestrians and bicyclists be required when necessary to provide direct routes not otherwise provided by the existing right-of-way. There is an existing asphalt pathway along the site frontage that was recently completed as part of the Safe Routes for School Program; this pathway will remain. This standard is met.



Existing asphalt pathway along Pilkington

Landscaping [LOC 50.06.004.1]

This standard requires all subdivisions to provide street trees at the proper spacing for the species. As illustrated in Exhibit E8, the applicant proposes two street trees along the Pilkington Road frontage – one each on Lot 1 and 2; however, Lots 1 and 2 both have 90 feet of frontage on Pilkington, which can support more than one street tree per lot. As a condition of approval, the applicant will be required to submit a revised landscaping plan that shows the location, size and species of two or more street trees each on Lot 1 and 2, demonstrating proper spacing for the species, to the satisfaction of staff. As conditioned, this standard can be met.

Lighting [LOC 50.06.004.3]

This standard prescribes equipment and lighting standards for public and private streets, and requires street lights along major collector roads. This development will create increased traffic, bike and pedestrian trips along Pilkington Road, thus requiring the need to mitigate for the impacts of the new development to the transportation system.

A condition will be imposed to install a street light along the site frontage of Pilkington Road. A photometric plan will be required to demonstrate that the new street light will be in compliance with this standard. As conditioned, this standard is met.

Drainage Standard for Subdivisions [LOC 50.06.006.3.b]

This standard requires that drainage improvements be provided to ensure that the proposed development will not adversely affect surrounding properties. The determination of whether or not the application complies with the requirements of this standard is under the review authority of the City Engineer. All surface runoff created from impervious surfaces must be managed on-site. Development must maximize the amount of stormwater runoff that is percolated into the soil and minimize direct overland runoff into streets, drainage systems, and/or adjoining property. Stormwater runoff from roofs and other

impervious surfaces should be diverted into swales, terraces and/or water percolation devices on-site when possible. Stormwater management is required for new impervious surfaces such as roof areas and driveways.

The City Engineer has determined that it is not feasible or practical to require this development to provide on-site detention per the code requirement because the amount of storm water release that would be required to be detained may not be sufficient to keep the system functioning; the amount of release that would be required to be detained is likely not significant enough to prevent the orifice in the detention control structure from being frequently clogged. However, LOC 50.07.004.1.c.i requires the development mitigate for its increased runoff resulting from the increased impervious areas; therefore, stormwater facilities shall be provided to maximize the amount of stormwater which is percolated into the soil and to minimize direct overland runoff into streets, drainage systems, and/or adjoining property, thus providing runoff mitigation to comply with the detention standards.

The City Engineer has made the following findings and recommendations:

- The applicant has submitted a preliminary stormwater report dated June 2, 2015 (Exhibit F2) indicating that stormwater runoff from the new roof areas will be conveyed to individual drywells on the lots, and stormwater runoff from the common access lane and driveways is proposed to be directed to a biofiltration swale that will be constructed parallel to the shared driveway. Site specific infiltration testing indicated an infiltration rate of eight inches/hour at a depth of 9.5 feet and 14-18 inches/hour at a depth of approximately 3 feet.
- The proposed stormwater disposal plan is compliant with LOC 50.06.006.3.b. Staff also notes that driveway runoff cannot be directed to a subsurface disposal system without Department of Environmental Quality (DEQ) approval. Any alternative design that provides the equivalent compliance with the stormwater management standards shall be approved by the City Engineer, e.g., drywells, storm chambers or rain gardens.
- A final storm design and drainage report shall be submitted for review at the time of building permit issuance for the development, to the satisfaction of the City Engineer.
- The storm facilities located on the individual lots shall be maintained by the individual lot owners. The storm facilities constructed to manage the runoff from the common access driveway will be required to be maintained by the Home Owners Association (HOA). The applicant will be required to record an Operations and Maintenance plan for the private on-site storm facilities and record a Declaration of Covenant for Operation and Maintenance of Surface Water Management Facilities.

As conditioned, this standard is met.

Solar Access [LOC 50.06.007]

This standard requires that 80 percent of the lots resulting from a subdivision must comply with the solar design standard. All four of the proposed lots must, therefore, comply with one of three alternatives: (a) the Basic Requirement; (b) the Protected Solar Building Line Option; or (c) the Performance Option; or the applicant may show that a lot qualifies for an exemption or adjustment to the design standard per LOC 50.04.004.1. As shown in Exhibit

E5, none of the lots meet the Basic Requirement because their front lot lines are oriented in a north-south direction [for Flag Lots, the Front Lot Line for purposes of the Solar Standard is the lot line that is most parallel to the public street].

All four lots comply with the Protected Solar Building Line because a solar building line can be established along the south side yard that is oriented within 30 degrees of a true east-west axis with at least 70 feet between the protected solar building line and the middle of the north-south dimension of the lot to the south, and with at least 45 feet between the protected solar building line and the northern edge of the buildable area of the lot.

As a condition of approval, the applicant will be required to record a Notice of Development Restriction that Lots 1-4 are solar lots and to submit a site plan illustrating the protected solar building line on Lots 1-4 to be recorded with the Notice in order to notify future property owners of the protected solar building line on these lots. As conditioned, this standard is met.

Utilities [LOC 50.06.008]

The Engineering staff has reviewed the applicant's proposed utility plan and profiles (Exhibits E9 – E11), and finds that utilities are available or can be made available, as follows:

Sanitary Sewer:

Following the City of Lake Oswego Wastewater Master Plan dated March 2013, this development project will require that an 8-inch public sewer extension be constructed up Pilkington Road from the existing sewer located approximately 775 feet south of the site at the intersection of Pilkington Road and Childs Road. Per City Code, the sewer extension will be required to be constructed to the upstream boundary of the site along Pilkington Road. The overall sewer extension will measure approximately 950 lineal feet in length. The Engineering staff notes that this sewer extension will be able to serve other properties along Pilkington Road; therefore, the applicant could apply to form a sewer Zone of Benefit after the sewer line is constructed.

In addition, an 8-inch public sewer main, within a minimum 15-foot wide public sanitary sewer easement, will also be required to be extended into the site under the common access driveway, in order to serve all of the lots. The public sewer shall terminate with a manhole within the public sanitary easement at the easterly lot line of the back two lots, approximately 120 feet from the Pilkington Road westerly right-of-way line.

The on-site work would involve decommissioning the existing septic tank (removal, or filling with sand or gravel) per local and state requirements.

Pilkington Road south of Dawn Street is within the boundary of the City of Rivergrove and is under the road authority and maintenance jurisdiction of Clackamas County. The applicant should contact Clackamas County regarding sewer work and permitting requirements within their jurisdiction.

Water and Hydrants:

This site is located within the Rivergrove Water District boundary. The closest fire hydrant is located at the along the west side of Pilkington Road, approximately 150 feet south of the site. Individual private water services shall be provided to each parcel per Rivergrove Water

District standards. See Fire Marshal comments (Exhibit F4) regarding fire hydrant requirements.

The applicant has provided correspondence from the Rivergrove Water District (Exhibit F5) outlining the District's requirements for this development. The Engineering staff notes that in particular, the District imposed a condition of approval that the applicant replace the existing 10-inch AC water main along the site frontage with a 10-inch ductile iron pipe.

Streets:

Pilkington Road is designated as a major collector level road in the City's street classification system. See comments below under LOC Chapter 42 for street improvement requirements.

Sidewalks:

There is an existing asphalt pathway located along the west side of Pilkington Road along the site frontage that was recently constructed as part of the Safe Routes to School Program. See comments below under LOC Chapter 42 for street improvement requirements.

Other utilities: It is the applicants' responsibility to ascertain the availability of electric, gas, telecommunications and cable TV. All new utilities shall be installed underground.

4. Any additional statutory, regulatory or Lake Oswego Code provisions which may be applicable to the specific minor development application;

City of Lake Oswego Streets and Sidewalks Chapter [LOC Chapter 42]

This Chapter authorizes the City Engineer to make specific street and sidewalk improvement recommendations after taking a variety of policy and site specific factors into consideration.¹ The City Engineer's comments are included for the review of the overall understanding of the project. The City Engineer's conditions of approval are included, as they must be included in the decision, to find that the application will comply with this Chapter.

The City Engineer made the following findings and recommended conditions of approval:

The proposed development can be expected to contribute 10 vehicle trips to the City's street system per lot per average weekday.² Additional pedestrian and bicycle trips can be expected as well. The cumulative effect of new trips (all modes), imposes an additional burden and concomitant concerns for preserving street capacity and public safety, particularly for bicycles and pedestrians. Per LOC 50.07.003.5a.iii, conditions may be imposed to alleviate a need for public services or facilities created or contributed to by the proposed development. "Public services or facilities" include streets, sidewalks and pathways.

¹ To meet the review criteria for a minor development, the applicant must comply with "any additional ... Lake Oswego Code provisions which may be applicable to the specific minor development application, such as ... the Streets and Sidewalks Ordinance." LOC 50.07.003.14.d.ii(3). The determination of whether or not the application meets the requirements of LOC Chapter 42, Streets and Sidewalks, is under the review authority of the City Manager or City Engineer; the requirements of this Chapter are not under the review authority of a hearing body, other than to find whether or not the City Engineer or City Manager has found that the application complies with LOC Chapter 42, or whether conditions of approval are required for compliance with this Chapter.

² Trip Generation (8th edition), Institute of Transportation Engineers

The City has a governmental interest in assuring that new development does not contribute to a degradation of adequate, safe and efficient public transportation facilities. New development should mitigate the negative impacts (increased noise, and the degradation of aesthetics, safety, system capacity, and bicycle and pedestrian mobility) resulting from new development. The City has adopted a broad array of policies, plans, regulations, and fees that have been designed to offset the adverse impacts of development on the natural and built environment. In this regard, the following regulations and standards reflect the governmental interest in preserving the functionality and safety of the public infrastructure, and are particularly relevant to this development proposal:

- LOC Chapter 42 requires frontage improvements to be constructed when property is developed.
- LOC Chapter 42 directs the City Engineer to recommend to the decision-making authority the appropriate width of public rights-of-way, and the width and character of the improvements contained therein.
- Where applicable, street frontage improvements, landscaping and pathway improvements shall comply with the City Engineer's policy memorandum, Guidelines and Standards for New Streets and Frontage Improvements in the Urbanizing Rural Fringe and Transition Neighborhoods, effective February 1, 2005.

The implementation of the City's plans, policies, and regulations will offset to some degree the negative impacts of development on the public infrastructure. LOC 50.07.003.5 allows the reviewing authority to impose conditions of approval on a development permit when the condition is reasonably related to alleviation of a need for public services or facilities created or contributed to by the proposed development. In addition, the US Supreme Court has ruled (*Dolan v. City of Tigard*) that, in order to require exactions, the local government must apply a test of "rough proportionality" between the impacts of the proposed development and the need for the exaction.

Factors considered in recommending frontage improvements on Pilkington Road are:

- Pilkington Road is designated as a "major collector" in the City's Transportation System Plan (TSP) and in the Clackamas County Comprehensive Plan. Pilkington Road is under the permitting authority of the City along this property.
- Typical cross sections in the City's TSP illustrate bike and pedestrian facilities on both sides of all roads bearing a functional classification of major collector.
- The County's TSP identifies Pilkington Road as a bike route.
- Pilkington Road is a bus route.
- The existing paved surface on Pilkington Road varies in width, but the southbound lane along the site's frontage is approximately 11 feet wide. This width is far too narrow for a street that is expected to accommodate vehicle traffic, bus traffic and bikes.

In view of the above code requirements, plans and site specific factors, the Engineering staff has developed a conceptual plan for Pilkington Road's ultimate cross-section. The plan will be implemented in a piecemeal fashion as development occurs, and as public funding opportunities materialize to fill in gaps or to make major improvements that are disproportionate to the scale of the adjacent development.

As a major collector, Pilkington Road should have bike lanes and pedestrian facilities on both sides. To maintain a more rural character, no curbs are planned (although there are areas of existing curb in the immediate vicinity). Street frontage improvements, landscaping and pathway improvements shall comply with the City Engineer's policy memorandum, Guidelines and Standards for New Streets and Frontage Improvements in the Urbanizing Rural Fringe and Transition Neighborhoods, effective February 1, 2005. This site is also located in an area where storm water management will be accomplished with vegetated swales, vegetated infiltration strips, rain gardens or the like. Eventually, striped bike lanes will be delineated when the street has been widened over a sufficient length. Where significant trees or other features conflict with planned improvements, every attempt will be made to realign the road, and/or combine the bike and pedestrian ways to meander behind trees if applicable.

Regarding requirements for street frontage improvements and right-of-way dedication, no improvements or right-of-way dedication will be required for this development. An asphalt pathway already exists across the site frontage that was recently constructed as part of the Safe Routes to School Program. Any new driveway approach shall be designed and constructed per City standards.

In reviewing the existing established right-of-way location and paved street location between McEwan Road and Dawn Street, the west right-of-way line of this site aligns with the development pattern of other properties along the west side of Pilkington Road. Ultimately, a bike lane should be added to the west side of Pilkington Road; however, trying to widen a small section of roadway across this site frontage would impact the planter strip between the edge of the road and the new pathway that was recently constructed. To be properly done, such a project would require a more extensive design analysis that would include adjoining properties, drainage conveyance facilities and possible realignment of the road. Instead of constructing a new bike lane across the site frontage, the applicant should be required to sign a non-remonstrance agreement for participating in a future Local Improvement District (LID) for street improvements that will include a bike lane and possible alignment adjustments to Pilkington Road.

Due to the existing development pattern along the west side of Pilkington, and the fact the site frontage was recently improved with a new pathway, no right-of-way dedication will be required for this development

The Engineering staff also notes existing overhead utilities along the site frontage. Per LOC 50.06.008.4.d, utilities shall be installed underground. This development will not be required to underground the existing overhead utility lines located along Pilkington Road; however, any new utilities leading to the site shall be located underground.

Vision Clearance [LOC 42.03.130]

This standard requires that no vegetation, fence, or signage be located higher than 30 inches within a "vision clearance triangle." The vision clearance triangle for access lane is formed by 10-foot legs extending from the intersection of the edge of access lane and the street travel lanes. The applicant's preliminary sight distance and vision clearance triangle plan (Exhibit F3) indicates that the shared access lane approach to Pilkington Road will meet this standard. The Engineering staff will verify the vision clearance triangles for the proposed driveways prior to building permit issuance.

As conditioned, this standard is met.

City of Lake Oswego Tree Chapter [LOC Chapter 55]

The Tree Code is intended to preserve trees. Only those trees that must be removed in order to site proposed improvements will be granted tree cutting permits under LOC 55.02.080.

Tree Removal

As illustrated on Exhibits E4 and E12, there are 44 trees on the site that are five inches in diameter or greater. As discussed in Exhibits E13 and F1, the applicant is requesting to remove five trees in order to construct public improvements and complete site grading for the access lane.

Trees proposed for removal in conjunction with a minor development can be granted tree removal permits if the following criteria are met:

1. *The removal is for development purposes allowed pursuant to the City Code;*

The removal of the trees is necessary for development because they are located within the area of required public improvements (Exhibits E5 and E9-E11). This criterion is met.

2. *The removal will not have a significant negative impact on erosion, soil stability, flow of surface waters, protection of adjacent trees, or existing windbreaks;*

The removal of trees will not have a significant negative impact on erosion, soil stability, or flow of surface waters because they are not located near significant slopes or surface water features. The removal will not have a significant negative impact on protection of adjacent trees or existing windbreaks for the following reasons: the trees are relatively small (four are under 10" DBH and one is 14" DBH) and are not located in or near a cluster of trees that provide protection for windbreaks (Exhibit E4 and E8). This standard is met.

3. *The removal will not have a significant negative impact on the character, aesthetics, or property values of the neighborhood, except when alternatives to tree removal have been considered and no reasonable alternative exists to allow the property to be used as permitted in the zone; and*

The proposed tree removal will not have a significant impact on the character, aesthetics, or property values of the neighborhood. The trees are relatively small and are dispersed on the interior of the property; the largest trees are located along the perimeter of the property (Exhibit E8). This standard is met.

4. *The removal is not for the sole purpose of providing or enhancing views.*

The tree removal is not for the sole purposes of improving views because the site is not a view property.

For the reasons outlined above, staff concludes that the removal of the five trees complies with the applicable criteria and may be approved. The applicant shall apply for a verification tree removal permit for these trees prior to approval of any construction plans. The applicant should apply for permits to remove trees that are necessary to construct new

dwellings and associated driveways on individual lots prior to the submittal of the individual building permit applications.

Mitigation

Any tree approved for removal under the Type II tree analysis shall be mitigated at a minimum 1:1 ratio. Mitigation trees should have a minimum 2-inch caliper diameter for deciduous trees and a minimum 6-8 foot height (excluding leader) for evergreen trees. As shown in Exhibit E8, the applicant proposes five 2" maples as mitigation trees. The applicant will be required to submit a final tree mitigation plan with the verification tree removal application showing the size, species and location of a total of five mitigation trees in compliance with the mitigation requirements. This standard is met.

5. Any applicable condition of approval imposed pursuant to an approved ODPS or prior development permit affecting the subject property.

There are no conditions of approval of prior City development permits affecting the site.

VIII. CONCLUSION

Based upon the materials submitted by the applicant and findings presented in this report, staff concludes that LU 15-0037 can be made to comply with all applicable criteria by the imposition of conditions.

IX. RECOMMENDED ACTION

Approval of LU 15-0037, subject to the following conditions:

A. Prior to Recording the Final Plat, the Applicant/Owner Shall:

1. Apply for and obtain a demolition permit for the existing structures on site. The applicant shall note that this may require an asbestos report from a licensed agency to the satisfaction of the Building Official. The demolition permit shall be accompanied by proper applications for tree/Sensitive Lands protection and erosion control.
2. Submit a final plat for staff review and signature of approval within one year of the date of this decision. **The deadline to submit the final plat to the City staff is October 5, 2016.** The final plat must be dimensioned as depicted in Exhibit E5 and reference this land use application – City of Lake Oswego Planning and Building Services Department Case File LU 15-0037. Upon written application, prior to expiration of the one-year period, the City Manager shall, in writing, grant a one-year extension. Additional extensions may be requested in writing and must be submitted to the City Manager for review of the project for conformance with current law, development standards and compatibility with development that may have occurred in the surrounding area. The extension may be granted or denied and, if granted, may be conditioned to require modification to bring the project into compliance with then current law and compatibility with surrounding development.
3. All plats and public easements submitted to the City of Lake Oswego shall have accompanying vector based electronic drawings or maps consistent with the prevailing technologies in the Civil Engineering and/or Surveying fields (e.g. current or near current

versions of AutoCAD). The electronic drawings shall conform to the mapping requirements for plats adopted in O.R.S. Chapter 92.

4. Submit a revised final plat that is substantially similar to Exhibit E5, with the following modifications for review and approval of staff:
 - a. Public sanitary sewer easement over the private access drive for the public sewer extension into the site, to the satisfaction of the City Engineer.
 - b. Public utility easements, to the satisfaction of the franchise utility companies.
 - c. Private stormwater easements for the development's common stormwater facilities throughout the development and private stormwater easement across the lots as necessary for private emergency overflow lines.
 - d. Common private access easement over the private access drive serving the lots.
5. Submit engineered construction drawings for the public improvements for review and approval by the City Engineer. Drawings shall conform to the City's most current design standards and the drafting specifications. All final engineering design drawings and as-built plans submitted for the creation of public facilities (street, wastewater, water and surface water) shall be vertically controlled by the City Datum (NGVD'29) and horizontally controlled by the Oregon State Plane coordinate system (NAD 83/91). The design plans shall include the following:
 - a. Design of an 8-inch public sewer extension up Pilkington Road from the existing sewer located approximately 775 feet south of the site at the intersection of Pilkington Road and Childs Road, to the site's north boundary line. In addition, design of an 8-inch public sewer main, within a minimum 15-foot wide public sanitary sewer easement, into the site from Pilkington Road under the common access driveway, in order to serve all of the lots. The public sewer shall terminate with a manhole within the public sanitary easement at the easterly lot line of the back two lots, approximately 120 feet from the Pilkington Road westerly right-of-way line. The existing septic system on site shall be decommissioned and abandoned/removed per local and state requirements.

(Note: Pilkington Road south of Dawn Street is within the boundary of the City of Rivergrove and is under the road authority and maintenance jurisdiction of Clackamas County. The applicant should contact Clackamas County regarding sewer work and permitting requirements within their jurisdiction.)
 - b. Design to replace the existing 10-inch AC water main along the site frontage with a 10-inch ductile iron pipe.
 - c. Design of the common access driveway approach onto Pilkington Road to City standards, AASHTO and vision clearance standards.
 - d. Design for the removal of the existing driveway approach serving the site. The existing pathway across the approach shall remain.

- e. Design of street lighting along the street frontage of Pilkington Road according to the lighting standards.
 - f. Design of the individual private water service and sanitary service laterals.
6. Submit on-site engineered construction drawings for the private on-site improvements.
 7. Submit a final stormwater drainage report for all required stormwater improvements, prepared by a registered engineer.
 8. Submit for the Engineering staff review the Declaration of Covenant for Operation and Maintenance of Surface Water Management Facilities for the storm water facilities to be maintained by the Homeowner's Association (HOA).
 9. Sign and record a non-remonstrance agreement for participating in a future Local Improvement District (LID) for street improvements that will include a bike lane and possible alignment adjustments to Pilkington Road.
 10. Complete all public improvements or provide a financial guarantee to ensure their construction per LOC 50.07.003.9. The financial guarantee shall be based on an itemized engineer's estimate of the public improvements that is in turn based on plans that are far enough advanced to support the estimate, to the satisfaction of the City Engineer.
 11. Submit a final landscape plan that shows the following:
 - a. A 5-foot landscaping buffer on the north and south sides of the access lane, meeting the standards of LOC 50.07.007.2.f.i.
 - b. A 6-foot sight-obscuring fence along the south and west property lines of Lot 3 and the north and west property lines of Lot 4, unless the applicant can provide written waivers from the abutting property owners that a fence is not necessary.
 - c. A 6-foot landscape buffer along the south property line of Lot 3 and the north property line of Lot 4, meeting the standards of LOC 50.07.007.2.f.iii, unless the applicant can provide a written waiver from the abutting property owner that the buffer is not necessary. Illustrate specific planting materials, including size, species and location of all plant material.
 - d. The size, species and location of two or more street trees each on Lots 1 and 2, at the proper spacing for the species, to the satisfaction of staff.
 - e. The landscape material shall not include any species identified as invasive on the Lake Oswego Plant List.
 - f. Provide a note on the final landscape plan requiring all burlap or wire cages to be completely removed from root balls of all trees and shrubs before they are planted.
 12. Record a "Notice of Development Restriction" with the final plat. The development restriction shall be submitted for staff review and approval prior to recording and shall contain the following restriction listed below for review and approval of City staff. A

reduced copy of the site plan showing the shared access lane, utility easements and the Protected Solar Building Line on Lots 1-4 shall be included with the Notice and labeled as “Exhibit A” to be recorded in the County Recorder’s Office. The site plan shall be no larger than 8 ½” x 11” in size and cannot contain any lettering smaller than 10 point font.

- a. A minimum 5-foot landscape buffer is required along the north and south sides of the access lane, except where the vehicular and pedestrian access is taken. Maintenance of the buffer is the ongoing obligation of the property owner(s) of Lots 1-4.
- b. Lots 3 and 4 are flag lots. Development of structures on these lots shall comply with the provisions of LOC 50.07.007.1 regarding building and site design standards, including height limitations, garage placement, and landscape buffer requirements. The following site development restrictions apply:
- c. The maximum height of the dwellings on Lots 3 and 4 shall be 26 feet (regardless if, at the time of building permit review, the footprint meets the definition of “Sloped Footprint” or “Lot with sloping Topography” per LOC 50.10.003), measured from the ground to the ridgeline of the roof as defined by LOC 50.10.003, “Height of Building.”
- d. The front, side, and rear yard setbacks for primary structures on Lots 3 and 4 shall be as follows:

Setbacks for Lots 3 and 4		
		Add'l Requirements
Front		
-Structure	10 feet	As measured from the projection of the access lane
-Garage, Carport	20 feet	
Sides	10 feet (east), 30 feet (west)	
Rear	10 feet	

- e. All lots are subject to the requirements of LOC 50.06.007.1.d.ii [Protected Solar Building Line].
- f. The City of Lake Oswego Fire Department has determined that an alternative method of fire suppression, such as residential fire sprinklers, is required for new dwellings on all lots if the dwellings are more than 4,800 square feet in size including all levels and attached garage.
- g. There shall be a 6-foot sight-obscuring fence along the south and west property lines of Lot 3 and the north and west property lines of Lot 4, unless the abutting property owner(s) waive this requirement, in which event the waiver shall be recorded.
- h. There shall be a 6-foot landscape buffer along the rear property line (south) of Lot 3 and the rear property line (north) of Lot 4, unless the abutting property owner waives this requirement, in which event the waiver shall be recorded.
- i. Maintenance of the 5-foot landscape buffer along both sides of the shared access lane as it abuts Lots 1-4 is the ongoing obligation of the owners of these lots.

13. Submit maintenance agreements for the private shared access lane serving Lots 1-4, any public or private utility easements, for review and approval of staff. These agreements shall be recorded at the Clackamas County Recorder's Office at the time of recording the final plat.
14. Submit CC&Rs of the HOA for review and approval of staff that address the following:
 - a. Upon transfer of the HOA from the developer to the homeowners within the development, the City shall be notified of the name and address of a contact person for the HOA.
 - b. Upon election of new officers for the HOA, the City shall be notified of the new contact person.
 - c. The ownership, use, and maintenance of the following features:
 - i. Access easements for the shared access lane for Lots 1-4.
15. Pay the final plat review fee of \$388.
16. Submit a preliminary title report or lot book report showing the status of title and any liens and encumbrances.
17. Record the Declaration of Covenant for Operation and Maintenance of Surface Water Management Facilities for the private onsite storm water facilities.

B. Within 90 Days of the Recordation of the Final Plat, the Applicant/Owner Shall:

1. Submit a final title report, or lot book report from a title company demonstrating that the final plat was validly recorded and that the private and public easements, Notice of Development Restrictions, and the maintenance agreements as required by conditions, above, are valid and subsisting, and that the lots are either free and clear of liens or encumbrances, or that the holders of the liens and encumbrances consent to the creation and recordation of the plat, dedication, easements, and Notice of Development Restriction.

C. Prior to Constructing the Public Improvements or Issuance of a Site Grading Permit, the Applicant/Owner Shall:

1. Obtain a street opening permit for any work in the public rights-of-way, including underground utility installation.
2. Apply for and obtain a verification tree removal permit for the five trees approved for removal to construct the public improvements and completion of the approved grading plan. The verification tree removal permit submittal shall include an 8½" x 11" copy of the tree removal plan and a mitigation plan showing five replacement trees in compliance with Condition A(11), above. Replacement trees shall not be dwarf or ornamental varieties and shall be at least two inches in caliper if deciduous or at least six to eight feet tall (excluding the leader) if evergreen.

D. Prior to the Issuance of a Building Permit on any of the Lots, the Applicant/Owner Shall:

1. Demonstrate compliance with Conditions A(1) – A(17), above.
2. Complete all public and site improvements as required by Conditions A(5) and A(6), above, submit certified “as-built” drawings, and receive a certificate of completion and acceptance by the City. This includes the construction of the private sanitary services, private storm lines and laterals, private water services and private franchise utilities serving all of the lots.
3. Complete construction of the private sanitary services, common private storm facilities, private water services and private franchise utilities serving all of the lots.
4. As applicable, site plans for all lots shall include street trees, shared access lane landscaping, fencing, and flag lot landscaping as shown on Exhibit E8 and modified by Condition A(11), above.
5. The garages on Lots 3-4 (flag lots) shall comply with the Flag Lot garage appearance and location standards per LOC 50.07.007.2.e.ii, to the satisfaction of staff.
6. Submit an engineered design for on-site subsurface stormwater disposal systems and/or rain gardens on each lot, to the satisfaction of the City Engineer. All infiltration systems shall meet minimum setbacks of five feet from property lines and 10 feet from building foundations. Driveway runoff cannot be directed to a subsurface infiltration disposal system without DEQ approval. Any emergency overflow shall be conveyed to an approved point of disposal.
7. Install construction protection measures for the common access lane stormwater facility in order to protect the facility during home construction.
8. For each lot, apply for the appropriate tree removal permit, if necessary, and submit mitigation plans. For mitigation, deciduous trees shall have a minimum caliper of two (2) inches and conifer trees shall be a minimum of 6-8 feet high (excluding the leader).
9. Post-construction protection measures for protecting the common access driveway stormwater facility shall be left in place until after the final home construction has been completed.

E. Prior to any Final Building Inspection or Occupancy of any Dwelling on any Lot, the Applicants/Owners Shall:

1. Provide certification from the engineer of record that the stormwater infiltration facility for each lot was constructed according to the design and is functioning properly.
2. Install all mitigation plantings pursuant to the final landscaping plan, as required by Condition A(11), above, to the satisfaction of staff.
3. Install all Type II mitigation trees as required by Condition D(8), above.
4. Install all street trees, fencing, and landscaping, as required by Condition A(11), above.

Code Requirements:

1. **Tree Protection:** Submit a tree protection plan and application as required by LOC 55.08.020 and 55.08.030 for review and approval by staff, including off-site trees that are within the construction zone. The plan shall include:
 - a. The location of temporary tree protection fencing, consisting of a minimum 6-foot high cyclone fence secured by steel posts around the tree protection zone, or as recommended by the project arborist and approved by the City.
 - b. A note stating that no fill or compaction shall occur within the critical root zones of any of the trees, or that if fill or compaction is unavoidable, measures will be taken as recommended by a certified arborist to reduce or mitigate the impact of the fill or compaction. The note shall also inform contractors that the project arborist shall be on site and oversee all construction activities within the tree protection zone.
 - c. A note that clearly informs all site contractors about the necessity of preventing damage to the trees, including bark and root zone. The applicant and contractor(s) shall be subject to fines, penalties and mitigation for trees that are damaged or destroyed during construction.
 - d. A sign shall be attached to the tree protection fencing which states that inside the fencing is a tree protection zone, not to be disturbed unless prior written approval has been obtained from the City Manager and project arborist.

Note:

1. The applicant is advised to take part in a Post Land Use Approval meeting. City staff would like to offer an opportunity to meet and discuss this decision and the conditions of approval necessary to finalize the project. The purpose of the meeting is to ensure all conditions are understood and to identify other permits necessary to complete the project. To take advantage of this meeting, please contact the staff coordinator at (503) 635-0290.
2. The land use approval for this project does not imply approval of a particular design, product, material, size, method of work, or layout of public infrastructure except where a condition of approval has been devised to control a particular design element or material.
3. Development plans review, permit approval, and inspections by the City of Lake Oswego Planning and Building Services Department are limited to compliance with the Lake Oswego Community Development Code, and related code provisions. The applicant is advised to review plans for compliance with applicable state and federal laws and regulations that could relate to the development, i.e., Americans with Disabilities Act, Endangered Species Act. Staff may advise the applicants of issues regarding state and federal laws that staff member believes would be helpful to the applicants, but any such advice or comment is not a determination or interpretation of federal or state law or regulation.

EXHIBITS

A-D [No current exhibits; reserved for hearing use]

E. GRAPHICS/PLANS

- E1 Tax Map
- E2 Vicinity Map
- E3 Aerial Photograph of Site
- E4 Existing Conditions Site Survey
- E5 Preliminary Plat
- E6 Setback and Building Envelope Plans
- E7 Grading and Tree Removal
- E8 Tree Survey and Mitigation
- E9 Utility Plan
- E10 Sewer Extension Plan
- E11 Access Lane Design

F. WRITTEN MATERIALS

- F1 Applicant's Narrative
- F2 Stormwater Report, dated June 2, 2015
- F3 Preliminary Intersection Sight Distance Certification, dated July 23, 2015
- F4 Fire Marshal Memo
- F5 Rivergrove Water District letter, dated July 31, 2015
- F6 Neighborhood Meeting Materials

G. LETTERS

Neither for nor Against: (G1-99)
None

Support: (G100-199)
None

Opposition: (G200+)
None

Date of Application Submittal: June 5, 2015

Date Application Determined to be Complete: September 15, 2015

State Mandated 120-Day Rule: January 13, 2016