



***SOUTHWEST COASTAL DESIGN REVIEW / CITIZEN ADVISORY COMMITTEE
REGULAR MEETING AGENDA***

Wednesday, September 16, 2009 @ 6:00 P.M. Arch Cape Fire Hall, 79816 E Beach Road

[illegible]

1. **CALL MEETING TO ORDER (George Cerelli, Chairperson) 6:00 p.m.**
2. **ROLL CALL**
3. **BUSINESS FROM THE PUBLIC** - This is an opportunity for anyone to give a brief presentation (3 minutes or less) to the Committee on any land use planning issue or county concern that is not on the agenda.
4. **CONSIDERATION OF MINUTES:**
 - ✦ August 19, 2009
5. **COMMITTEE APPOINTMENTS**
 - ✦ Richard Donofrio, Appointee
 - ✦ Theodore Lundy, Appointee
6. **CONSENT CALENDAR / MINOR REVIEW ITEMS**
 - ✦ Kittell – Minor Design Review
 - Applicant is applying for design review approval to renovate the exterior and interior of his home located at 31969 Shanks Lane, Arch Cape (material included)
 - ✦ October 21, 2009 next regularly scheduled *Design Review* meeting.
7. **PUBLIC HEARINGS / MAJOR DESIGN REVIEW:**
 - ✦ Petrina / Hasenberg - Road Extension: Brief Update
8. **OTHER DISCUSSION**
 - ✦ This is a chance for the committee to discuss and invite testimony from outside agents regarding topics of interest.
9. **ADJOURN**



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***MINUTES FROM THE SOUTHWEST COASTAL DESIGN REVIEW / CITIZEN ADVISORY
COMMITTEE MEETING HELD August 19, 2009 AT 6 p.m.***

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Chairman George Cerelli called the meeting to order at 6:05 p.m.

Members present: George Cerelli, Steve Malkowski, John Mersereau, Tim Crawford, and Linda Murray. Staff Present: Michael Weston.

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Business From The Public:

There were no presentations from the public.

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Consideration of Minutes:

Mike Weston (MW): Presented the minutes and pointed out a typing error on page 2 of the June minutes.

Steve Malkowski (SM): Requested the minutes reflect his absence as being excused.

MOTION:

SM: Moved to adopt minutes as amended

Linda Murray (LM): Seconded the motion.

Motion Passed Unanimously

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Consideration of Committee Applications:

The committee discussed the two applicants and their qualifications for consideration to the Southwest Coastal Design Review and Citizen Advisory Committee.

Tim Crawford (TC): Mentioned his forthcoming resignation at the end of December.

Richard Donofrio: Gave a brief presentation about his qualifications and history in Arch Cape.

George Cerelli (GC): Commented on preference toward members who actually reside in the community

LM: Commented on Mr. Lundy's qualification and felt he would be an excellent candidate despite not living in the area.

John Mersereau (JM): Commented on his feelings that a resident of the area would be more involved.

TC: Broached the subject of accepting both applicants allowing him to submit his resignation prior to December. Tim mentioned that the committee had two capable applicants and recommended both be accepted. He mentioned he would submit his resignation when the applicants were approved.

GC: Agreed that Tim's proposal was a good.

The Committee unanimously agreed to recommend both applicants for appointment.

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Gonzales – Minor Design Review:

Staff Presentation:

MW: Gave a brief presentation about the request and presented the staff findings.

PUBLIC COMMENT:

Duane Cole: Gave a brief welcome speech explaining his history and background. And announced his appreciation for the service the committee provides.

The Committee, Staff, and members from the public exchanged greetings, at which time Tim recommended the committee adjourn.

MOTION

TC: Motioned to Adjourn

LM: Seconded the Motion

Motioned Passed Unanimously

Meeting adjourned @ 7:05 pm.



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CLATSOP COUNTY
Trans. & Dvlp. Svcs., Planning Division
800 Exchange Street, Suite 100
Astoria, OR 97103

www.co.clatsop.or.us
ph: 503-325-8611
fx: 503-338-3666
em: comdev@co.clatsop.or.us



September 16, 2009

SOUTHWEST COASTAL DESIGN REVIEW / CITIZEN ADVISORY COMMITTEE

CRITERIA EVALUATION SHEET – DESIGN REVIEW

Applicant:	<u>Same</u> _____ _____
Owner:	<u>Geoffrey Scott Kittell</u> <u>9001 SW Robert Grey Lane</u> <u>Portland, OR 97225</u>
Property Description:	<u>T4N, R10W, Section 19CC, TL 3200</u> _____

DESIGN REVIEW CRITERIA

1. Relation of Structure to Site:

The structure is situated on lots 3200 and 508, both are held in common ownership. The
proposed renovations will have no impact on the current siting of the structure in relation to
property boundaries and setbacks.

2. Protection of Ocean Views:

There are no foreseeable impacts on ocean views.

3. Preservation of Landscape:

The owner is proposing to alter the current driveway and move it to the east. Staff recommends
this criterion be addressed through a condition incorporated with the decision. The condition
should require the owner to re-vegetate the disturbed areas with native plant species.

4. Buffering and Screening (For Commercial Uses):

Not Applicable

5. Vehicle Circulation and Parking:

Not Applicable

6. Utility Service:

The owner is proposing to replace all utility lines. Arch Cape requires new services to be placed

underground. The applicant will need to adhere to the development requirements. An appropriate condition will need to be appended to the decision for approval.

7. Signs:

No signs are proposed

8. Surface Water Drainage:

The applicant/owner has not provided a surface water drainage plan. The structure is pre-existing and current systems should be utilized. In addition as a function of a development permit the applicant will be responsible for retaining stormwater drainage and erosion control.

9. Other Criteria for Evaluation:

The above-entitled matter came before the Southwest Coastal Design Review and Citizen Advisory Committee at its September 16, 2009 meeting for a public hearing and consideration of proposal.

Based upon the evidence and testimony provided by the applicant, planning department staff, and the citizens of the area, this committee hereby recommends this application be: { *Approved, Conditionally Approved, Denied* }

Dated this ____ day of _____

The Southwest Coastal Design Review /
Citizen Advisory Committee

George Cerelli, Chairman Clatsop County
SW Coastal DR/CA Committee

STAFF RECOMMENDATION:

The application satisfies the criteria for a minor design review, staff is recommending at least three conditions be appended to the decision in addition to the standard conditions for a development permit.

- ✦ Applicant will need to re-vegetate the disturbed areas (with exception of the driveway) with native vegetation.
- ✦ All new service lines shall be placed underground.
- ✦ Any road destruction shall be repaired and returned to its previous quality or better, prior to final occupancy permit.



PUBLIC NOTICE FOR AN ISSUE BEFORE THE TRANSPORTATION & DEVELOPMENT DIRECTOR

In the matter of a Minor Design Review application for Exterior & Interior Renovation including a new roof, an enclosure of an exterior atrium, new driveway location, and new plumbing and electrical. The owner Geoff Kittell submitted the application. The legal description of the Parcel is T4N, R10W, § 19CC, TL 03200.

(For more information see Page 2 of this notice)

APRX. DATE OF DECISION:	September 21, 2009
COMMENT PERIOD:	September 1 – September 14, 2009
DESIGN REVIEW HEARING:	September 16, 2009, 6pm Arch Cape Fire Hall
SEND COMMENTS TO:	Public Service Building, 800 Exchange Street, Suite 100 Astoria, Oregon 97103
CONTACT PERSON:	Michael Weston II, Clatsop County Planner

You are receiving this notice because you either own property within 250 feet of the property that serves as the subject of the land use application described in this letter or you are considered to be an affected state or federal agency, local government, or special district. A vicinity map for the subject property is attached.

NOTICE IS HEREBY GIVEN that Clatsop County's Transportation & Development Services have received the land use application described in this letter. Pursuant to section 4.100 of the Clatsop County Land Water Development and Use Ordinance a **Public Hearing is scheduled before the Design Review Committee on Wednesday, September 16, 2009** and; Pursuant to Section 2.020 of the Clatsop County Land and Water Development and Use Ordinance (LWDUO), the Department Director is tentatively scheduled to render a decision based on evidence and testimony on Monday September 21, 2009 at the Public Service Building, 800 Exchange St., Suite 100, Astoria, OR 97103.

All interested persons are invited to submit testimony & evidence in writing by addressing a letter to the Clatsop County Transportation & Development Director, 800 Exchange Street, **Suite 100**, Astoria, OR 97103. Written comments may also be sent via FAX to 503-338-3666 or via email to comdev@co.clatsop.or.us. Written comments must be received in this office no later than **5PM on Monday, September 14, 2009** in order to be considered at the **Public Hearing** and no later than **Wednesday, September 15, 2009** in order to be considered in the **Decision**.

NOTE: Failure of an issue to be raised in a hearing, in person or by letter, or failure to provide statements or evidence sufficient to afford the decision maker an opportunity to respond to the issue precludes an appeal based on that issue.

THE LAND USE APPLICATION DESCRIBED:

The applicant is requesting Design Review approval for their project, which includes extensive renovation to the interior and exterior of the structure. Dimensions of the building will be retained with the exception of the small 5-foot Atrium area mentioned previously. The development will involve minor grading and the relocation of the current driveway to the east. All plumbing and electrical systems are to be replaced and one garage door removed. The renovations will not increase the height nor will they expand the existing footprint of the structure.

For More Details regarding Location see page 3.

The following criteria from Clatsop County Land and Water Development and Use Ordinance (LWDUO) apply to the request: § 1.010-1.050 (Definitions), 2.020 (Type II Procedure), 2.120 (Procedure for Mailed Notice), 2.230-2.260 (Request for Review/Appeal et al), 3.060 (Arch Cape Rural Community Residential Zone), 4.040 (Geologic Hazards Overlay District), 4.100 (Site Development Review Overlay District {SDRO}), and Clatsop County's Standards Document Chapters 1-4.

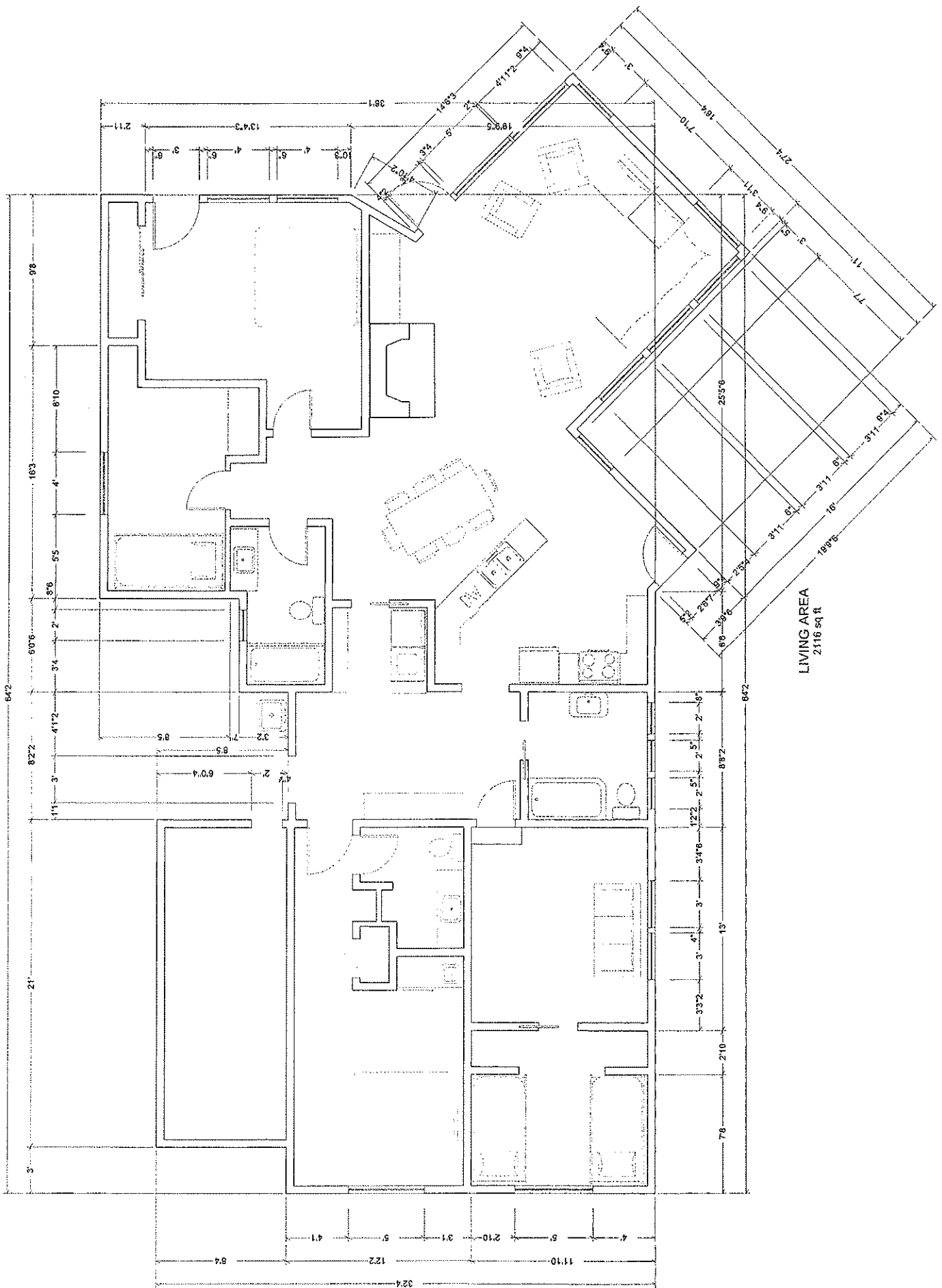
In addition, the following elements of the Clatsop County Comprehensive Plan apply to the request: Goal 1 (Citizen Involvement), Goal 2 (Land Use Planning), Goal 5 (Natural Resources, Scenic and Historic Areas, and Open Spaces), Goal 6 (Air, Water and Land Resources Quality), Goal 7 (Natural Hazards), Goal 8 (Recreational Needs), Goal 9 (Economy), Goal 10 (Housing), Goal 11 (Public Facilities and Services), Goal 12 (Transportation), Goal 13 (Energy Conservation), and the Southwest Coastal Community Plan.

These documents are available for review at the Clatsop County Community Development Department office, 800 Exchange Street, Suite 100, Astoria, Oregon and on-line at the county's website, www.co.clatsop.or.us.

A copy of the application, all documents and evidence submitted by or on behalf of the applicant and applicable criteria are available for inspection at the Transportation & Development Department Office during normal business hours (M-F, 8-5) at no cost and will be provided at reasonable cost.

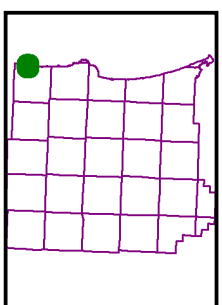
If you have questions about this land use matter or need more information, please contact Michael Weston II, Clatsop County Planner, at (503) 325-8611 or via email at mweston@co.clatsop.or.us.

Notice to Mortgagee, Lien Holder, Vendor or Seller: ORS Chapter 215 requires that if you receive this notice it must promptly be forwarded to the purchaser.



[illegible]

Kozad K-U-W



1 in. = 595 ft.



This map was produced using the Clatsop County GIS data. The GIS data is maintained by the county to support its governmental activities. The county is not responsible for map errors, omissions, misuse or misinterpretation.

Scanned to DP 20090416
8/10/09 WC



**APPLICATION FOR
DESIGN REVIEW**

Fee: Major Construction - \$711.00 (see attached page for explanation)
Minor Construction - \$554.00 (see attached page for explanation)

APPLICANT: GEOFFREY SCOTT KITTELL Phone: (503) 209-2491

Address: 9001 SW ROBERT GRAY LANE
PORTLAND, OR 97225

OWNER: GEOFFREY SCOTT KITTELL Phone: (503) 209-2491

Address 9001 SW ROBERT GRAY LANE
PORTLAND, OR 97225

AGENT: NONE Phone: _____

Address: _____

Proposed Development: RENOVATION OF EXISTING SINGLE FAMILY HOME.

Present Zoning: AC-RCR Overlay District: SDRD

Lot Size: _____

Property Description: 4N 10W 19 CC 3200
Township Range Section Tax lot(s)

Property Location: 31909 SHANKS LANE
ARCH CAPE, OR

General description of the property:

Existing Use: SECOND HOME AND RENTAL PROPERTY.

Topography: SEE SITE PLAN ATTACHED.

General description of adjoining property:

Existing Uses: SINGLE FAMILY HOME

Topography: SEE SITE PLAN ATTACHED

Community Development Department

800 Exchange, Suite 100 * Astoria, Oregon 97103 * (503) 325-8611 * FAX 503-338-3666

Time Limit on Approval. Site design review approvals shall be void after one (1) year unless a building permit has been issued and substantial construction has taken place per the Uniform Building Code.

The information contained in this application is in all respects true, complete, and correct to the best of my knowledge and I am aware of the additional costs that may accrue and agree to pay them as required above.

Applicant's Signature: Loeffen & Kittell Date: 8/10/09

Owner's Signature: Loeffen & Kittell Date: 8/10/09

The following is from the Clatsop County Land and Water Development and Use Ordinance #80-14:

Section 4.100. Site Design Review Overlay District (/SDRO).

Section 4.102. Purpose. This section provides for the comprehensive review of proposed development permits in order to preserve scenic views and to promote attractive development of the site compatible with the natural and man-made environment.

Section 4.104. Types of Review. All development which is situated within the /SDRO District Boundary that falls under the thresholds in this section shall be subject to the Criteria for Design Review Evaluation, Section 4.106 and Article 2, Procedures for Land Use Applications.

1. The following types of projects shall require review according to the Type II procedure, Section 2.020. For purposes of these types of Major projects, review by the Design Review Advisory Committee as described in Section 4.116, is required.
 - a. Any new residential development proposing to construct a dwelling as described in Section 1.030 (Dwelling Types). NO
 - b. Any new commercial development proposing to construct structures devoted to a commercial use. NO
 - c. Any new commercial development creating additional cumulative square footage beyond 20% of an existing building footprint. NO
 - d. Any new residential development creating additional cumulative square footage beyond 20% of an existing building footprint. NO
2. The following types of projects shall require design review according to the Type II Procedure, Section 2.020. For purposes of these types of Minor projects, review by the Design Review Advisory Committee as described in Section 4.116, is not required.
 - a. Accessory buildings in residential zones.
 - b. Projects that require building permits for exterior renovations on commercial and residential structures; including but not limited to new decks, awnings, alterations ✓

IN THE SW 1/4 OF SECTION 19, T4N, R10W, W.M.
ARCH CAPE, CLATSOP COUNTY, OREGON
DATE: JULY 14, 2008 SCALE 1" = 50'

SURVEY FOR: DANNA KITTEL

SURVEY BY: CKI, INC.
P.O. BOX 309
SEASIDE, OR 97138
503 738 4320 PHONE
503 738 7854 FAX

DRAWING NAME: 6-045 DATE OF PLOT: 7/21/05

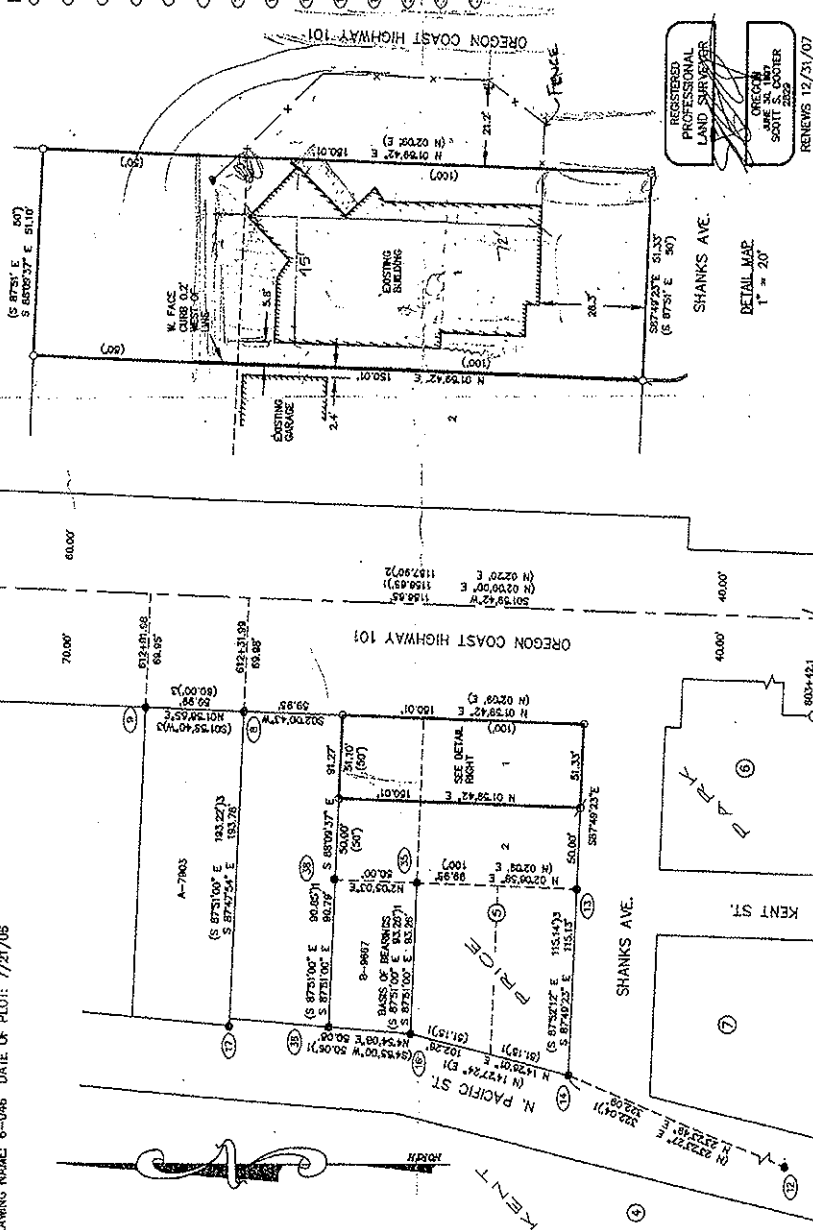
CKI INC.
LAND SURVEYING - PLANNING
CIVIL ENGINEERING

MONUMENT NOTES

- ② FOUND 3 1/2" IRON ROD 0.2' ABOVE CORNER, HELD AS LOT 52 STATION 615+00
 SEE MAP B-716-SHORNER OF LOT 5, SEE MAP A-428.
 ③ FOUND 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "PLS INC.", HELD TO
 CALCULATE HIGHWAY RIGHT-OF-WAY, PER MAP B-6867.
 ④ FOUND 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "PLS INC.", HELD TO
 CALCULATE HIGHWAY RIGHT-OF-WAY, PER MAP B-6867.
 ⑤ FOUND 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "PLS INC.", HELD TO
 CALCULATE HIGHWAY RIGHT-OF-WAY, PER MAP B-6867.
 ⑥ FOUND 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "PLS 1205", HELD
 TO CALCULATE HIGHWAY RIGHT-OF-WAY, PER MAP A-7003.
 ⑦ FOUND 1/2" IRON ROD WITH YELLOW PLASTIC CAP MARKED "PLS 1205", HELD
 TO CALCULATE HIGHWAY RIGHT-OF-WAY, PER MAP A-7003.
 ⑧ FOUND 3/4" IRON PIPE HELD AS SE CORNER OF LOT 5, BLOCK 5, NEENT PRICE
 PARK.
 ⑨ FOUND 3/4" IRON PIPE, HELD AS SW CORNER OF LOT 5, BLOCK 5, NEENT PRICE
 PARK.
 ⑩ FOUND 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "PLS INC.", HELD,
 PER MAP A-6800.
 ⑪ FOUND 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "PLS 1205", PER
 MAP A-7003.
 ⑫ FOUND 3/4" IRON PIPE, HELD AS NE CORNER OF LOT 4, BLOCK 5, NEENT PRICE
 PARK.
 ⑬ FOUND 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "PLS INC.", HELD,
 PER MAP A-6800.
 ⑭ FOUND 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "PLS INC.", HELD,
 PER MAP A-6800.

LEGEND

- FOUND MONUMENT AS NOTED HEREON
- SET 3/8" BY 36" ROSS 2028 WITH YELLOW PLASTIC CAP
- UNGRADED COOTER TAG 2028 SET ON 5-45-18
- SET MAP NAIL WITH 1" BRASS WASHER STAMPED
- "CBI INC. IN LEAD"
- 0 RECORDED VALUE PER PLAT OF RENT PRIZE MARK
- 01 RECORDED VALUE PER MAP B-6883
- 02 RECORDED VALUE PER MAP P-18-8
- 03 RECORDED VALUE PER MAP A-7803
- 04 MONUMENT NUMBER
- 05 MONUMENT SEARCHED FOR NOT FOUND
- EXISTING FENCE



NARRATIVE

THE PURPOSE OF THIS SURVEY IS TO ESTABLISH AND MONUMENT THE LOT CORNERS OF THAT PROPERTY AS DESCRIBED IN INSTRUMENT NO. 2003-12380. THE SUBJECT PROPERTY IS DESCRIBED AS LOT 1, BLOCK 5, KENT PRICE PARK, TOGETHER WITH A 50 FOOT WIDE TRACT OF LAND DESCRIBED BY METES AND BOUNDS NORTH OF LOT 1.

REARINGS ARE BASED ON A LINE BETWEEN MONUMENTS 16 AND 35 PER MAP B-2063, CLATSOP COUNTY SURVEY RECORDS.

THE SUBJECT PROPERTY WAS Laid OUT USING THE FOLLOWING PROCEDURES:

- (1) THE WESTERLY CORNER OF THE SUBJECT PROPERTY WAS DETERMINED BY PROJECTIONS A LINE EASTERLY THROUGH MONUMENTS 22 AND 13 TO THE WESTERLY RIGHT-OF-WAY OF THE OREGON COAST HIGHWAY 101.
- (2) THE SOUTH LINE OF THE SUBJECT PROPERTY WAS DETERMINED BY PROJECTIONS A LINE EASTERLY THROUGH MONUMENTS 22 AND 13 TO THE WESTERLY RIGHT-OF-WAY OF THE OREGON COAST HIGHWAY 101.
- (3) THE WESTERLY LINE OF THE SUBJECT PROPERTY WAS DETERMINED BY PROJECTIONS A LINE EASTERLY THROUGH MONUMENTS 22 AND 13 TO THE WESTERLY RIGHT-OF-WAY OF THE OREGON COAST HIGHWAY 101.
- (4) THE NORTH LINE OF THE SUBJECT PROPERTY WAS DETERMINED BY HOLDING PARALLEL TO THE LINE DEFINED BY MONUMENTS 13 & 33 AT A RECORD DISTANCE OF 50.00 FEET EAST OF MONUMENT 13. THE ALIGNMENT WAS DETERMINED BY A BEST FIT LINE BETWEEN THE POINTS OF MONUMENTS 13 & 33, AND A HOLDING THEIR RECORD DISTANCES FROM THEIR COMMON INTERSECTION WITH THE WESTERLY LINE OF THE SUBJECT PROPERTY TO THE WESTERLY CORNER OF THE SUBJECT PROPERTY.
- (5) THE EAST LINE OF THE SUBJECT PROPERTY WAS DETERMINED TO BE THE WESTERLY LINE OF THE SUBJECT PROPERTY, AS THE PLAT CLEARLY CALLS TO THE RIGHT OF WAY LOT WAS CONSIDERED TO BE CLOSING THE CALLS TO THE RIGHT OF WAY LOT.
- (6) THE WEST LINE OF THE SUBJECT PROPERTY WAS DETERMINED TO BE PARALLEL TO THE LINE DEFINED BY MONUMENTS 13 & 33 AT A RECORD DISTANCE OF 50.00 FEET EAST OF MONUMENT 13.
- (7) THE NORTH LINE OF THE SUBJECT PROPERTY WAS DETERMINED TO BE PARALLEL TO THE LINE DEFINED BY MONUMENTS 13 & 33 PROJECTED EASTERLY FROM MONUMENT 36 PER MAP 8-5863. MONUMENT 38 WAS FOUND TO BE OUT OF PLACEMENT.



ANDERSEN

CONSTRUCTION COMPANY

The Builder of Choice

6712 North Cutter Circle
Portland, OR 97217
503.283.6712
Fax 503.283.3607
www.andersen-const.com

PROJECT: 2 SHANKS, ARCH CAPE

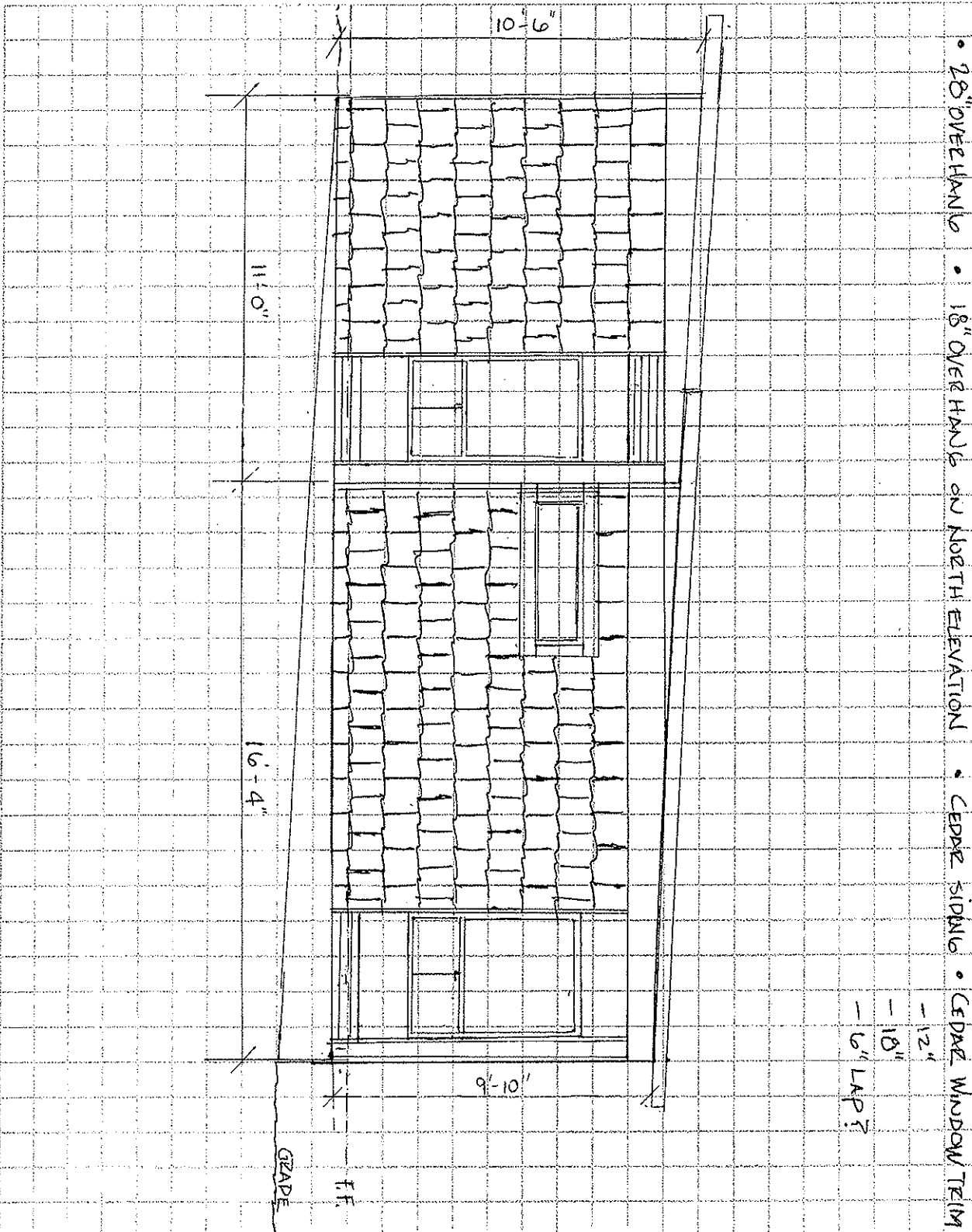
DATE: 7/25/09

2008

WITH: NORTH WEST ELEVATION

☐ MEETING ☐ TELEPHONE ☐ OTHER

PROJECT #



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ANDERSEN

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Fax 503.283.3607
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PROJECT: 2 SHANKS, ARCK CAPE

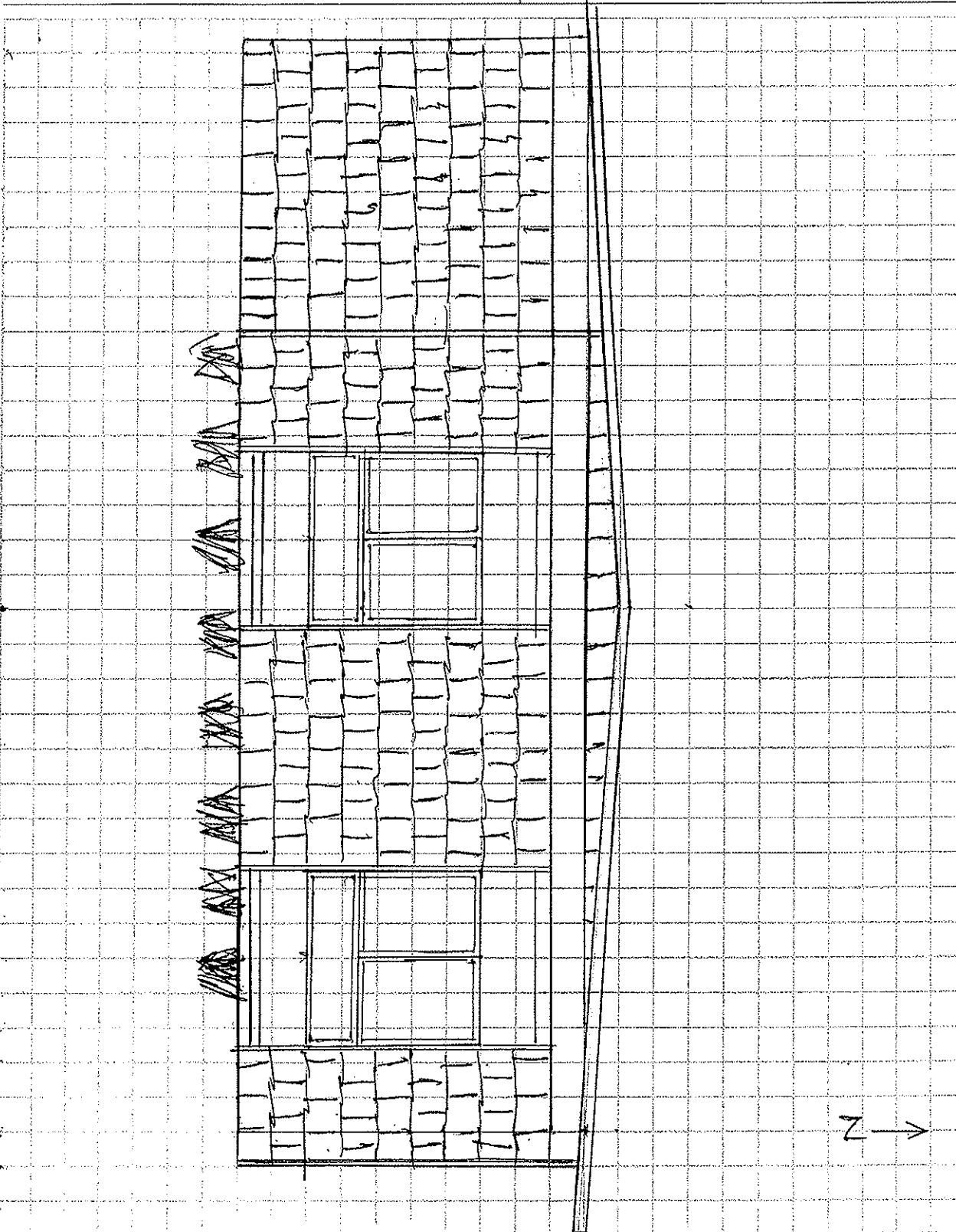
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2008

WITH: SOUTH ELEVATION

☐ MEETING ☐ TELEPHONE ☐ OTHER

PROJECT #



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ANDERSEN

CONSTRUCTION COMPANY

The Builder of Choice

6712 North Cutter Circle
 Portland, OR 97217
 503.283.6712
 Fax 503.283.3607
www.andersen-const.com

PROJECT: Z SHANKS, ARCH CAPE

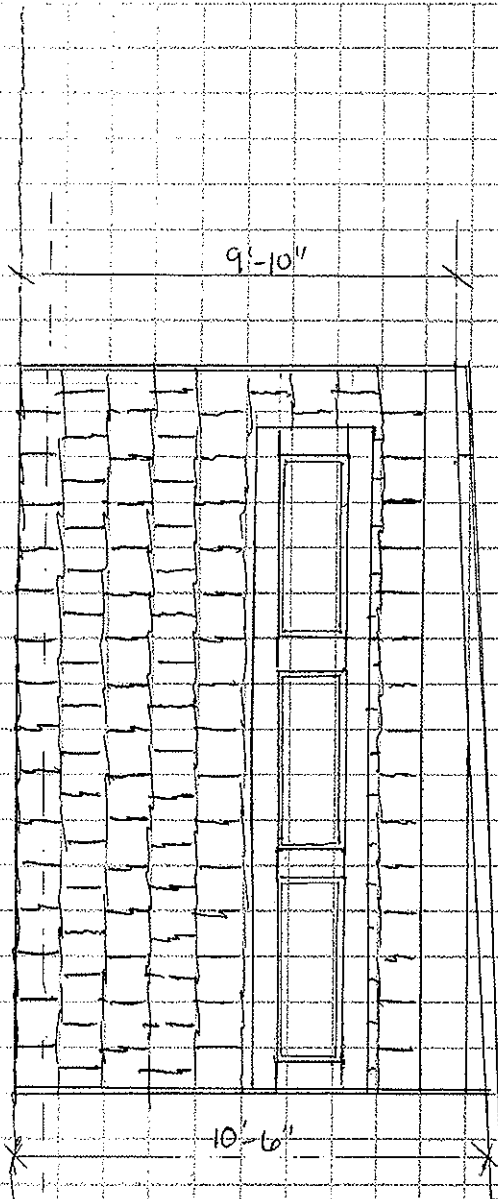
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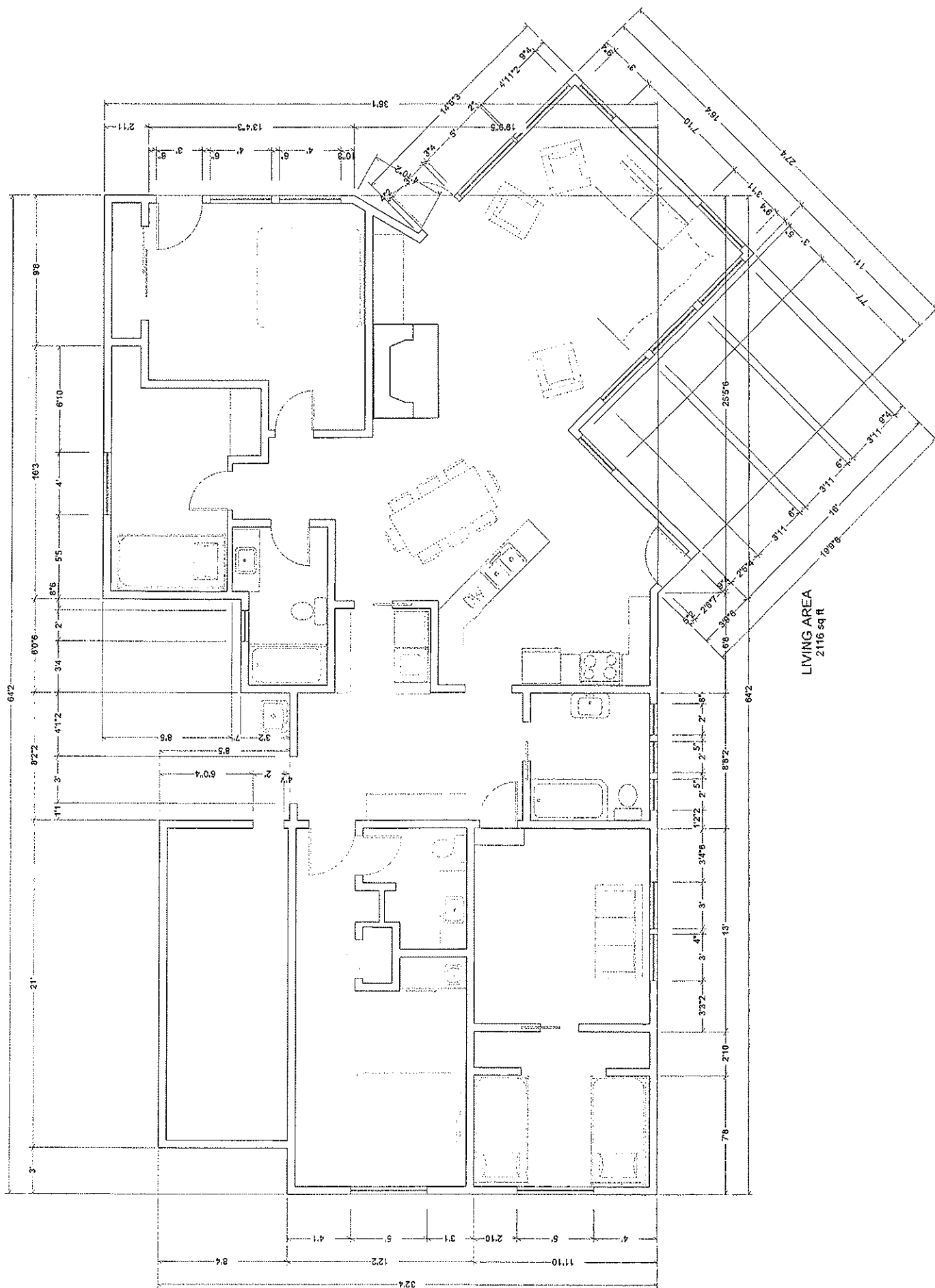
WITH: SOUTHWEST ELEVATION

☐ MEETING ☐ TELEPHONE ☐ OTHER

PROJECT #



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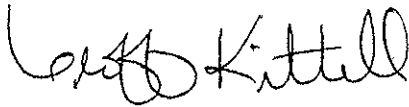


Minor Design Review Narrative for: 31969 Shanks Lane, Arch Cape, OR

The scope of work for this project will include the following:

- Complete removal and replacement of the existing flat roofing system. In addition, we will add iso-board sheet insulation underneath the roofing.
- All windows and siding will be replaced as per the exterior building elevations. One exterior door along the east elevation will be removed and two new glass doors will be installed along the north elevation. Exterior walls (the shell) will remain the same with the exception of one exterior atrium representing perhaps 5% of the total area of the building or 5'-0" wall length which will be enclosed. This area is under the existing roof line and will not project beyond the common wall of the building along the east side of the building. All exterior walls will receive new insulation with sound damping channels applied to walls facing US 101.
- Removal of one garage door.
- Install new radiant floor heating system under all floors excluding the mechanical room.
- Complete remodel of kitchen.
- Relocate some interior walls to make new rooms.
- All electrical systems to be removed and replaced.
- All plumbing to be removed and replaced.
- Minor grading of soils around building.
- Relocate gravel driveway to the east.

Moreover, the work for this project excludes expansion the height or the existing footprint of the building.



Geoff Kittell

Owner