



City of Woodburn  
Community Development

## Memorandum

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270 Montgomery Street Woodburn, Oregon 97071 Phone (503) 982-5246 Fax (503) 982-5244

**Date:** August 18, 2023  
**To:** Bryan AnDyke, Land Development Project Manager, Lennar Northwest, LLC  
**Cc:** Dago Garcia, P.E., City Engineer  
Roy Reyes, Project Engineer  
**From:** Colin Cortes, AICP, CNU-A, Senior Planner  
**Subject:** **Smith Creek Development Phase 3A (FSUB 21-04; “Smith Creek P.U.D. No. 7”) July 31 planning & zoning inspection results**

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### *Introduction*

Public Works Department staff walked through Smith 3A (final subdivision City case file no. FSUB 21-04, County SP22-022, and proposed plat name “Smith Creek P.U.D. No. 7”) on Tuesday, July 18 with developer’s representatives as an informal inspection of improvements.

I was to have performed a planning and zoning (P&Z) inspection the same day as that Public Works “walkthrough” that the City Engineer invited me to, but I was out sick. I inspected on Monday, July 31. The P&Z inspection failed.

Needed corrections are below.



*Exhibit C-4 excerpt*

## *Corrections Needed*

Sheet references below are to the landscaping plans approval letter [“Smith Creek Phase 3A \(Tax Lot 052W130000105\) final plans: street trees / common area 3rd / 2nd revised submittal December 1, 2022 and approval”](#) that remains on the [City project webpage](#).

### A. Sheet L1.0:

1. Sidewalk and street trees are missing from Stubb Rd east side between Phase 3A north boundary and Killian Spring Dr.
2. Landscape strip lawn grass is missing from Stubb Rd east side between Killian Spring Dr and Phase 3A south boundary. Verify that the area within the landscape strip remaining after tree plantings is either planted with or seeded for lawn grass.
3. Some greenway tract trees appear missing. Verify correct placements of all plantings and total count.
4. Sidewalk and street trees are missing from Simon St both sides.

### B. Sheet L5.0:

Greenway amenities and support facilities are missing: bench, dog waste station, and wayfinding signage.

- ➔ As a reminder, the above-referenced landscaping plans approval letter and redlined Sheet L7.0 directed revision of wayfinding signage sign face copy. Make sure to correct before producing and installing sign faces.

### C. Sheet 6.0:

Greenway amenities and support facilities are missing: bench.

Feel free to ask for any clarifications or details, 980-2485.