I. **EXECUTIVE SUMMARY**

The Committee for Citizen Involvement (CCI) was established as long ago as 1975 a direct decedent of Oregon’s Statewide Planning Goals and Guidelines, OAR 660-015-0000. Land Use is an integral component of a community’s stability and quality of life; as such land use, is a melding of local, state and federal regulations intricately interdependent impacting a broad spectrum of the community and stakeholders. In practice Land Use engages a broad spectrum of government; city offices of planning, engineering, planning commission, appeals, comprehensive plan, city attorney, city development code, seek to create and equitable environment of growth and development while simultaneously conforming to local municipal codes, Oregon State Land Use regulations, and Federal environmental statutes.

It was in this climate West Linn elected officials implemented CCI; chief among CCI tenet objectives, as mandated in Goal One, was to serve as a watchdog to insure wide spread citizen involvement, assuring citizen participation in all phases of the Land Use Planning process. Through the years CCI has experienced varying levels of implementation; as a result of several controversial and alarming development projects and associated public outcry, the elected bodies of West Linn acted to reinvigorate CCI early in 2017 to re-establish citizen’s rightful involvement in all phases of the planning process.

We the undersigned appointed members of CCI undertook the following objective.

**Objectives/Goals of CCI: review all pertinent aspects of the West Linn Land Use Process, related State and municipal codes to optimize, enhance and empower public/citizen involvement in all phases of the West Linn Land Use Process.**

This report this is a road map to highlight observations of the CCI membership, city staff and involved citizens that create value and benefit pursuant to the objectives and goals as stated above. Upon approval of the CC, these findings will be examined by a CC appointed WG and codified into appropriate measures to satisfy stated objectives/goals.

While the greater substance of this report provides detail on methodology and findings, the overwhelming CCI membership also arrived at specific precepts. Though not sacrosanct, these precepts especially reflect and/or greatly facilitate enhanced citizens/public involvement in the LUP. The overwhelming majority of the CCI membership strongly urge adoption of these precepts.

A. Many hours of deliberation and review revealed De Novo a valued, beneficial process integral to citizen involvement. As requested by CCI In August 2017 and reinstated by City Council, De Novo shall remain a foundational component of LUP, until tangible evidence/options are identified that more greatly enhance citizen involvement.
B. Reinstatement of CDC 99.140 the “two-person call up rule”. Until 2014 CDC 99.140 permitted two City Council members to quickly convene a meeting to review the Planning Commission’s approval of a controversial application. Currently CDC 99.160 and CDC 99.170 render impossible for two Councilors or three Planning Commissioners to quickly order a review on controversial or questionable decisions. In 2009 potentially disastrous hotel application was withdrawn in part to the “two person call up” rule.

C. In Oregon the Land Use Board of Appeals (LUBA) employs a simple definition of “standing” as a person who has appeared before the local land use board (PC) and offered testimony either orally or in writing. CCI finds the LUBA criteria for determining standing is acceptable in both PC and City Council appeals.

D. Of citizens primary concern is understanding of How, Where and When residents are empowered to participate in the LUP. A linear time line depicting critical milestones of the LUP will be a component of final recommendations. (figure 1 attached)

E. Potential recommendations will provide a copy of the flow chart created by staff (Figure 1) annotated with references to CDC and/or other noteworthy reference documents, i.e. 98.035, etc.

F. Complete and technical adequacy and material misrepresentation / substantive change were identified as key premises to process but shown to be highly vulnerable to subjectivity; these processes require examination, clarified to practical optimal level and integrated into the appropriate processes to facilitate the overall efficacy of the LUP.

G. Recommendations should include feasibility of procuring web-compatible project management software to schedule/monitor critical milestone events of the LUP thereby enhancing visibility and education of the public of the status of any LUP.

H. Creation of a Planning Department Mission Statement to publically state and assure alignment with citizen desired directives and Comprehensive Plan.

The CCI thanks the citizens and staff that have contributed to the formulation of this report and welcome additional inputs to aid in efforts to re-establish citizen’s rightful involvement in all phases of the planning process.