



22500 Salamo Road  
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<http://westlinnoregon.gov>

## COMMITTEE FOR CITIZEN INVOLVEMENT MEETING NOTES

Tuesday, September 5, 2017

5:30 p.m. - Meeting –Bolton Conference Room

Present: Gary Walvatne, Ken Pryor, Emily Smith and Russ Axelrod.  
Citizens Present: Pam Yokubaitis.  
Staff Present: John Boyd

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### 1) Call to Order

Meeting called to order at 5:45 p.m.

Chair Tucker and Vice Chair Oakes were absent. Members moved to appoint as Interim Chair, member Gary Walvatne. Motion was made by Member Ken Pryor to nominate Gary Walvatne and seconded by Member Smith. The vote was (3-1) approved with Member Walvatne casting a vote in opposition.

A motion was proposed Emily Smith to suspend the rules and amend the agenda to defer approval of meeting notes and discussion on Planning Process Review to the next meeting. In addition, the amendment included a discussion of informational materials of interest to the Committee and a review items provided by staff and to prepare for the next meeting. All agenda items will be moved to the next meeting agenda. Second by Ken Pryor. Motion to approve amended agenda as discussed was unanimous.

### 2) Approval of the August 29, 2017 meeting notes

The minutes for August 29, 2017, were rescheduled to the September 12, 2017 meeting.

### 3) Citizen Comments

There was none.

### 4) Recommendations for a working group to update commercial/mixed use code.

Interim Chair Walvatne introduced handouts provided by staff: 1) September 5<sup>th</sup> Memo titled "Potential positions for working group on allowed uses in West Linn's commercial and mixed use zones", 2) August 8<sup>th</sup> memo titled "Council direction on code work" and 3) summary of CDC 98.035 Citizen Engagement in Legislative Changes. Staff noted these materials will be posted on the website and emailed to all members.

The group discussed the background on the working group and referred to the September 5<sup>th</sup> memo. The potential positions were found reasonable and additional groups were considered. The first potential addition would be from the commercial development community. It was noted this representative should be a local developer that would represent the West Linn commercial development perspective. To fill that role the group noted the member could fill an at large representative position and should be a West Linn resident.

Emily Smith suggested the potential appointees should be classified generally to not exclude those interested in participating. Member Axelrod asked if a staff liaison would attend and proposed that staff liaison be a non-voting member. All agreed having staff support would be beneficial. Interim Chair Walvatne suggested an increase to the at large members should also be considered. The CCI also discussed the number of differing Neighborhood Association representatives that could be considered for the committee.

Member Axelrod suggested another option for consideration, a representative regional economic development community would be beneficial to provide additional insights. Potential members could be technical staff from the state or adjacent city staff members. There was some discussion on finding a candidate that had the time to commit to a project outside of their jurisdiction. Committee members also discussed potential candidates from the academic sector, (such as a graduate student). Member Smith offered to speak with the City Manager to coordinate outreach to local universities.

Chair Walvatne asked about using members of the CCI and then considered how attendance by the PC members on the CCI could serve in that role. The Committee discussed if there would be conflicts of interest by the PC members and noted that that for code updates, they only make recommendations in legislative actions. In addition having PC members serving in that dual role (CCI and PC) the CCI members noted that topic would have continuity in the discussion. It was suggested that this item should be brought forward to the next meeting. All members recognized that additional changes could occur as discussion continues during upcoming meeting.

The members moved to a discussion on potential purpose statements and goals. It was agreed that members would consider differing statements and bring the back to the next meeting. A potential purpose statement was introduced by Member Axelrod, he suggested the statement be straightforward and simple such as "revisiting the mixed use code for the city to achieve a more inclusive, time relevant spectrum of commercial and industrial activities." For insights on goals, Member Axelrod suggested reviewing the City's Comprehensive Plan and West Linn Vision document. Conceptual goals discussed were to facilitate commercial development, removing barriers in the process due to missing uses or difficult processes. Those conceptual goals supported bringing the code up to date and having contemporary uses. The group recognized the end result would be to propose changes to the commercial and mixed use code sections.

Expanding on the discussion of uses, the members discussed potential areas to zone as commercial uses. Member Walvatne suggested there are areas that should be removed from commercial uses and other areas that could be zoned for more intense commercial opportunities. Member Axelrod noted that staff have been asked to review city zoning. He noted that the zoning could be reviewed to consider the availability (quantity) or adequacy (quality) of lands in commercial zoning.

Interim Chair Walvatne inquired on the proposed uses as part of the West Linn Waterfront project that could involve the change in uses. The CCI did recognize that these changes require balancing commercial and industrial uses and potentially adding some residential uses. The CCI questions related to the West Linn Waterfront project will need to be discussed at a later date.

Returning to composition of the task force, Interim Chair Walvatne suggested using an architect or similar professional as an added category for the composition of the group. Member Axelrod suggested focusing preparation for next meeting on the conceptual purpose statements and goals. Suggestions for potential candidates will require additional discussion at future meetings of the CCI and will be considered by Council when taking action on the CCI recommendations.

The CCI reviewed the upcoming agenda, it will include the presentation by Citizen Yokubaitis, reviewing two meeting notes for approval, continue the discussion for the commercial task force and the last item a discussion on the continued problem identification and action summary.

#### 5) Planning Process Review: Continuation of Problem Identification and Action Topics Summary discussion

Discussion was rescheduled to the September 12<sup>th</sup> CCI meeting

#### 6) Member Comments

There were none.

#### 7) Adjourn

Meeting adjourned at 6:50 p.m. The next meeting is September 12<sup>th</sup>.