



CITY OF  
**West Linn**

22500 Salamo Road  
West Linn, Oregon 97068  
<http://westlinnoregon.gov>

## **COMMITTEE FOR CITIZEN INVOLVEMENT MEETING NOTES**

Tuesday, September 19, 2017

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

Present: Thomas Tucker, Karie Oakes, Bob Martin, Russ Axelrod,  
Ken Pryor and Gary Walvatne.  
Citizens Present: Carrie Pellett and Teri Cummings  
Staff Present: John Boyd

---

### **1) Call to Order**

Meeting called to order at 5:30 p.m. Gary Walvatne was delayed (arrived at 5:45 pm) and Emily Smith was absent.

### **2) Approval of the September 12, 2017 meeting notes:**

During the discussion of the last week meeting notes, there was a discussion on budget impacts by the development process, the planning processes and the interest in the CCI to keep educated and if possible consider improvements to the process.

Member Martin moved to approve the meeting notes for September 5, 2017 as modified, Member Tucker seconded. Motion passed (Member Tucker abstained).

### **3) Citizen Comments**

There were none.

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

Member Axelrod provided a handout (map) showing the zoning in the Willamette Falls Drive area. He discussed the Willamette Neighborhood Mixed Use Transitional Zone. Member Axelrod read the types of uses in the zone. The committee members discussed the differing commercial zones and the types of mixed uses allowed. The focus of the work group was at first on the mixed use zone near the Willamette Historic District. Over time, the committee has discussed the OBC and General Commercial zones as allowing residential and commercial uses. The CCI asked if these questions require additional discussion or the need of a definition for mixed use. Member Walvatne brought up the issue with the Tannler Development that required a change for commercial on the first floor. He asked that potentially more clarity would be achieved with a

definition of mixed uses. There was consensus on the need for a definition. The Committee considered focusing on Chapter 59 Willamette Neighborhood Mixed Use Transitional Zone to limit a commercial review. They discussed that city wide analysis was not required at this time. Instead, the focused review in a smaller area would be most beneficial to the Willamette District first. However a generalized definition developed for mixed use could potentially support a basis for review of mixed uses in other zoning (for example OBC).

A review of the (Chapter 59) Willamette Neighborhood Mixed Use Transitional Zone showed that permitted uses are residential and commercial uses are conditional. The discussion focused on the types of uses but the Committee did not have a consensus on what was beneficial or how to limit types of development. A side issue, addressed a concern on potential impacts to the historic district. To address that concern, the Committee concurred that a member of the Historic Review Board was on the working group. The committee concurred that target number for the group should be seven to nine people.

Member Axelrod read from CDC 59.030 permitted uses and introduce the first purpose. He suggested:

**First Purpose:** to review and update as necessary the list of permitted and conditional uses in the Willamette Neighborhood Mixed Use Transitional Zone (MU Zone - Chapter 59).

Member Axelrod suggested a potential goal.

**Goal:** updated lists are needed to reflect current business culture and categories (terminology or categories of uses) and to facilitate compatible mixed use, commercial and residential uses. Updated lists will support community and economic development goals and will assure appropriate transition between the Historic Willamette commercial core and surrounding Willamette neighborhood.

There was review of the purpose and goals with minor clarification by the group. A concern was the potential for an expansion of the mixed use zone. It is not a focus of the working group but was a discussion for the committee. That expansion was related to the need to consider the transition purpose. The committee returned to the consideration of goals and purpose statements. In addition, more discussion was needed moving forward on the formation of the task force. That group could be given a second purpose

**Second Purpose:** consider a definition of mixed use.

The committee recognized the need to address the question on how to address mixed uses in the historic district. Another issue was the pattern of zoning along 8<sup>th</sup> Street; the discussion continued using the General Store as an example. The property has split zoning. It was suggested that examples for nearby communities could be used when considering the examples of definitions. The discussion of the Mixed Use considered what was permitted and what is conditional. Staff suggested that defining mixed use in a constricted way could limit city wide those mixed uses that are currently permitted in commercial zones: (i.e. residential on the second floor). A general discussion was held on vibrant communities and what is perceived as beneficial to the community. It was suggested in working on the second purpose that the working group consider commercial zones in the area and what issues the working group may need to consider and what recommendations for change or reconsideration should be proposed. A final suggestion considered a definition be confined to the Willamette Neighborhood Mixed Use Transitional zone.

The consideration of the work group composition was then discussed. Reviewing the group removed the need for architect or similar professional. The members noted there should be a representative from the Willamette District. Generally the size of the work group was larger than considered necessary. Member Axelrod noted the scope should be pared down because the project scope will be limited to the Willamette Historic District area. Member Martin suggested removing the regional economic development committee. There was support for the Main Street

Group and the EDC members to represent the work group. It was suggested that members could reach out to these groups and ask for volunteers. The CCI role is to identify the makeup of the work group and members also discussed the benefit to council of providing a ready pool of volunteers that fit those classifications. This should make the committee eight members in addition to staff. Potential membership could be the NA presidents (or designee), Shannon Knight expressed an interest and could represent either the HRB or EDC. This leaves a member from the Chamber of Commerce to be selected.

**Motion** made and modified to approve the goal and purpose as made by Member Martin and **seconded** by Member Walvatne. Motion passed unanimously. The motion included Economic Development Committee, Planning Commission members, Willamette Main Street and Chamber of Commerce. In addition, representatives from Neighborhood Associations (NA) in the area are needed. Specifically, the NA participation included Willamette, Savanna Oaks, Bolton and Robinwood. Staff should report back to the next meeting on potential volunteers. Motion seconded by Karie Oakes. Motion passed unanimously.

The committee concluded that the working group must recognize the focus of the activities will be on areas covered by the Chapter 59 Willamette Neighborhood Mixed Use Transitional Zone.

#### 5) Planning Process: Continuation of Problem Identification and Topics Review continued discussion from September 12, 2017

Member Martin distributed an outline of the process. He suggested there is a lot of work to accomplish on his list. The outline considers problems first and considers solutions second. Additional discussion is needed on this list at future meetings. The committee should consider reaching a draft document to focus future consideration. Member Martin asked members to critically review the material and bring their thoughts to future meetings. He had points related to the planning process he will discuss in more detail at those future meetings.

Further discussion on this item was deferred to the meeting on September 26, 2017.

#### 6) Member Comments

Members agreed to review meeting notes in advance. The goal is to reduce the time required to review and approve meeting notes. There were no other comments.

#### 7) Adjourn

Meeting adjourned at 7:10 p.m. The next meeting is September 26, 2017.