

## CITY OF WEST LINN

### 2017 DOCKET OF POTENTIAL AMENDMENTS TO COMMUNITY DEVELOPMENT CODE, COMPREHENSIVE PLAN AND ZONING MAP

UPDATED 10/16/2017

West Linn Community Development Code (CDC) 98.030 requires that Comprehensive Plan, CDC and zoning map amendments to be undertaken in a given year be listed on a docket that is reviewed by the Planning Commission and approved by the City Council. Other planning and historic preservation-related plans and studies are also to be considered through the docketing process.

This list is intended to provide clarity to the West Linn community, advisory committees and staff of the Mayor and Council's project priorities and of projected timelines to initiate and accomplish the work.

This list was developed by the City Council and Planning Commission at the beginning of 2017 through a joint work session and further Council/Commission discussion, and has been amended several times throughout the year. The City Council has discretion to amend this list as appropriate to best achieve community goals.

#### **Projects completed in 2017**

- *Geotechnical and surface water code review.* Review to ensure CDC/Municipal Code allow appropriate review of geotechnical and surface water elements of development applications.
  - *Status: Ordinance adopted by Council October 9, notice submitted to DLCD. Updates sent to Code Publishing for incorporation into print/online code.*
  - *Staff: John Williams (lead), Lance Calvert, Megan Thornton.*
- *Robinwood Station.* Added summer 2017. Council directed staff to draft Code Amendments to allow Robinwood Station to operate as permitted use in residential zone.
  - *Status: Ordinance adopted by Council October 9, notice submitted to DLCD. Update sent to Code Publishing for incorporation into print/online code.*
  - *Staff: Jordan Ramis, Megan Thornton, Ken Worcester, Darren Wyss*
- *White Oak Savanna.* Added summer 2017. Council directed staff to draft Code Amendments to allow White Oak Savanna park improvements in OBC zone.
  - *Status: Ordinance adopted, code project complete.*
  - *Staff: Jordan Ramis, Megan Thornton, Ken Worcester, Darren Wyss*

#### **Project underway**

- *Committee for Citizen Involvement (CCI) review of community engagement in land use process.*
  - *Status: Per Council and CCI direction, this project is underway. Staff has been supporting CCI discussions since March.*
  - *Staff: John Boyd (lead), Megan Thornton*

- *West Linn Waterfront.* Per Council goal, develop an overall planning vision for the project area through a robust citizen involvement program and then further refine the vision into comprehensive plan/zoning map/development code amendments for implementation.
  - *Status: Project fully underway.*
  - *Staff: John Morgan (lead), Darren Wyss, Courtney Flynn, Lance Calvert, John Williams*
- *Willamette Neighborhood Mixed Use Transitional Zone - list of permitted/conditional uses.* This project would evaluate the list of permitted and conditional uses in the mixed use zoning districts and recommend changes/modernizations to best achieve community goals. The project would address the Council Goal to “Review City zoning to enhance the City’s opportunities for economic development in business districts.”
  - *Status: On July 17 this project was confirmed as the next priority through a joint Council, Planning Commission and EDC work session discussion. Council directed CCI to develop a working group proposal including identification of purpose, goals, and working group members. The CCI’s work is underway and will return to Council for action.*
  - *Staff: John Williams, Darren Wyss, John Boyd, John Morgan*

#### **Potential next priorities**

- *Review of zoning on developable residential lands.* Per Council Goal, this project would “assess the appropriateness of zoning in potentially developable areas for consistency with neighborhood plans and visions.” As discussed by the Mayor, Council and Commission, this project could proceed in two phases. The first phase, smaller in scope, would be an inventory of developable lands, including zoning and buildable land capacity. This could be presented to decision-makers for direction on whether any changes are desired or possible. Making changes to zoning would be the more significant body of work, requiring extensive involvement with the West Linn community and involving state and regional policy and regulatory review. It’s important to note that simply conducting a developable residential land supply study may trigger outside parties/agencies to require that remedial actions be taken, if the study’s conclusion indicates a deficiency of land in any category.
  - *Status: not initiated; pending completion of above-listed projects.*
  - *Timeframe estimates:*
    - *Phase 1 (developable residential lands inventory)*
      - *Timeframe: 3 months*
      - *Rough estimate of resources needed:*
        - *Staff: 0.5 FTE incl. technical project staff, GIS support, management*
    - *Phase 2 (zoning amendments)*
      - *Timeframe: 18-24 months*
      - *Rough estimate of resources needed:*
        - *Staff: 2.0 FTE for project duration comprising technical project staff, management, GIS, legal, public engagement*
        - *Consultants: \$50,000 - \$100,000 for demographic analysis, economic and urban planning expertise; additional if required*

for public engagement and outreach beyond existing staff capacity.

- *8th Street zoning review.* Evaluate appropriate zoning of properties on 8<sup>th</sup> Street. Addresses Council Goal to “Review City zoning to enhance the City’s opportunities for economic development in business districts.”
  - *Status: Under discussion with Main Street group. Could potentially be combined with allowed uses project above.*
  - *Staff: John Williams, Darren Wyss*
- *Lot Line Adjustment policy.* Resolution needed to code issues regarding “zig zag” of property lines.
  - *Status: To be discussed by City Council in November*
  - *Staff: John Boyd, Tim Ramis, Megan Thornton, Jennifer Arnold*

**Other projects identified in early 2017 intake/consideration process but not prioritized by Council**

*Small projects*

These projects are expected to require a modest amount of staff resources, public engagement and attention from the City Council, Planning Commission and advisory committees. They are generally improvements to or refinements of existing processes or code. As directed by Council Goal to “improve the land use process and code,” these items would result in modest improvements to efficiency, customer service and outcomes in the community.

- *Wireless Ordinance update.* Changes to modernize code language and facilitate minor installations to improve wireless service in the city.
- *Minor CDC clean up.* Ideally this would occur annually. Current list includes but is not limited to:
  - Correct errors and incorrect code references;
  - Remove CDC requirement to mail hard copies of applications to Neighborhood Associations (has been replaced by email/web);
  - Update/clarify land use application submittal requirements;
  - Consolidate and clarify CDC sections on nonconforming uses, structures and lots;
  - Align day care language and requirements with State of Oregon regulations; and
  - Exempt storm water and discharge facilities from WRA permits.

*Medium projects*

These projects are expected to require a moderate amount of staff resources, public engagement and attention from the City Council, Planning Commission and advisory committees. These generally represent projects implementing the Council Goal to “Improve the land use process and code and increase citizen engagement,” as well as other goals noted below. The two projects underway in this category are likely to represent the full extent of current capacity; additional projects would therefore be initiated following completion of those underway.



- *Flood plain ordinance.* The State of Oregon is working with the State of Washington to address needed updates to the Flood Plain program to address Endangered Species Act requirements. For Oregon, the Department of Land Conservation and Development will be provided a model ordinance that addresses agreed upon provisions. Implementing this ordinance in West Linn would ensure compliance with federal, state and regional standards and provide clear guidance on regulations and procedure to property owners.
- *Code consolidation.* Consolidate divergent code sections including moving procedures dispersed throughout the CDC back into Division 9 and addressing a variety of other inconsistencies; more substantive changes than those listed under “small projects.”
- *Code work to address inconsistencies and mapping questions in CDC Chapters 28 and 32.* This work would respond to inconsistencies and mapping issues noted in working with property owners and developers dealing with West Linn’s requirements in Water Resource Areas, Willamette River Greenway and Habitat Conservation Areas. This project could easily veer into the “large” category considering the state and regional policy and regulatory framework in these areas.

#### *Large projects*

These projects are expected to require a significant amount of staff and financial resources, public engagement and attention from the City Council, Planning Commission and advisory committees. Projects of this size need to be sequenced individually to allow appropriate focus from all of these groups.

- *Sign code update.* Review, organize, streamline and modernize the sign code. If focused simply on cleanup and organization, this would require less work. A larger review would address community concerns and Council Goal on Economic Development. As demonstrated consistently in other jurisdictions, sign code work is always time-consuming.
- *Review of commercial zone locations and text, including Highway 43.* Council Goal: “Review City zoning to enhance the City’s opportunities for economic development in the business districts.” This would be a more significant review than that targeted at the mixed use zoning described above. State and regional review could be required.
- *Public property zoning and process requirements.* Consideration of a new Comprehensive Plan designation and zone along with the appropriate zoning and process requirements for city-owned property. This project would address a significant gap in West Linn’s code, but would likely require extensive neighborhood and Advisory Committee involvement.
- *Historic review code update.* Revisions to Chapters 25 and 58 discussed by the Historic Review Board. Includes a variety of changes to both the commercial and residential district codes.
- *Planned Unit Development (PUD)/Infill code work.* Review and take action on recommendations by the Planning Commission tabled by City Council in 2015. This large project could be divided into constituent parts: PUDs; flag lots; and other infill development. A comprehensive review would ensure consistency but even small tweaks could help, such as increasing allowable lot coverage for single story homes and updating Accessory Dwelling Unit standards.